



Minutes of the Parish Council Meeting held on Thursday 6th April 2017 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 6.30 pm

Councillors present: Cllr S Fuller (Chair), Cllr I Haydock, Cllr P Hill, Cllr A Hookham, Cllr M Keller, Cllr R Maxwell, Cllr J Sargent and Cllr P Seeley

In attendance: District Cllr J Wilton (Items C.348 - C.360); K Larkin (Parish Clerk)

There was one member of the public present.

Public Session: - No matters were raised

C.348 Acceptance of apologies for absence: - Maria Caulfield, MP

C.349 Declarations of Interests: - None

C.350 Approval of the Minutes: - The minutes of the meeting held on 2nd March 2017 were confirmed as a correct record and signed by the Chair.

C.351 BUSINESS IN PROGRESS

The council considered report 4 on progress since the March meeting, and the following points were raised:

- a) Hire Agreement with ROMPA Stoolball Club 2017 – it was agreed that the Club should be offered a reduced introductory hire charge of £200 for the season
ACTION: KL
- b) New litter bins – the two new bins in the village car park had been moved temporarily by a market stallholder. They would be re-fixed more securely. Members agreed with the recommendation of the Rights of Way Committee (21st March 2017) that two more bins of the same size and type should be purchased from Leafield Environmental to replace the existing concrete bins at the two East Dean bus stops. **ACTION: PH/PS**
- c) ANPR Camera on the A259 – no response had yet been received from the Sussex Police as to the long term need for this camera. **ACTION: KL to make further enquiries**
- d) Miscellaneous repairs – Cllr Hill reported that the missing bollards at Friston Pond and at The Drove had all been replaced. The gate latches at the play area had been replaced. The roof of the cabin slide was about to be repaired. It was noted that two screws protruding underneath the cabin should be sawn off and made safe. **ACTION: PH/PS**

RESOLVED – That the Progress report be noted and action taken as discussed.

C.352 REPORT OF THE DISTRICT COUNCILLOR

District Cllr J Wilton reported on the following matters:

- a) Sheltered Housing – Cllr Wilton had participated in the visit to two potential providers on 27th March 2017
- b) Land east of Gilberts Drive – an inaccurate report had appeared in the Eastbourne Herald claiming that nine houses were to be built. The potential developer had in fact agreed to revise the plans and to reduce the numbers.
- c) Rotary Club gift of crocus bulbs – the Rotary Club would soon have over a thousand crocus bulbs which they would be prepared to gift to the parish for planting on verges etc. It was noted that planting on verges would require permission from East Sussex Highways, but subject to that it was agreed that this could be a most welcome gift. **ACTION: PH to liaise with JW**

RESOLVED - That the report of the District Councillor be noted and action taken as discussed

C.353 MOWING CONTRACT 2017

The council considered Report 5 and noted that the revised verge cutting arrangements requested by the parish for 2017 had largely been agreed with East Sussex Highways. The contractor's quotation for the season remained unchanged. The verges on the Birling Gap Road could not be cut by the parish's contractor, as ESCC regarded work in this zone as too dangerous. ESCC would only do two cuts a year here. However, additional cuts could be ordered if the parish council would pay for them. The clerk had asked for a quote. This facility, if agreed, would only become available from 2018 onwards. In discussion, members agreed that additional signage to direct pedestrians to approved footpaths and bridleways would still be useful, as the closure of the Sheep Centre had not reduced visitor numbers walking to the coast. **ACTION: PH to work on draft signage.**

RESOLVED – That the amended verge cutting maps for 2017 be noted

RESOLVED - That the 2017 mowing contract Agreement be approved and signed

C.354 NO-FLY ZONE FOR DRONES

The Council considered Report 6 and took note of the Civil Aviation Authority Drone Code. A number of residents had spoken to councillors requesting no-fly zones in the parish. The Code stipulated that drones must stay below 400ft (200m) and at least 150ft (50m) away from people and property, and must not be used for overflying. This meant that drones could not be used on the Greensward, and could only be used to a very limited extent on the recreation ground. Members also agreed with the recommendation of the Report that flying of drones for commercial purposes over council-owned land would not be acceptable. Advice should be sought from the council's insurers as to future policy or practical steps to be taken **ACTION: KL**

RESOLVED – That the CAA Drone Code be noted and publicised in the parish

C.355 LICENCE FOR VISITING THEATRE COMPANY

Members agreed that a licence for the use of the recreation ground and pavilion by the Rude Mechanicals Theatre Company on 14th June 2017 should be approved as drafted. It was also agreed that there should be no licence fee, but that the company should be invited in a covering letter to make a donation of about £50 to the parish council's charity of the year. **ACTION: KL**

RESOLVED -That the licence for the Rude Mechanicals Theatre Company to use the recreation ground and pavilion on 14th June 2017 for a performance be approved and signed

C.356 LOCAL COUNCIL AWARD SCHEME

The council considered report 8 and noted that the Award Scheme was designed to recognize the 'best local councils' and to show they are operating to best practices and with transparency. A preliminary survey suggested that the council was already operating close to the 'Gold' standard. Further work to achieve that standard would probably involve having a new website of the type now available to assist councils with transparency and communication. Members agreed that the clerk should study the requirements in detail and report back. **ACTION: KL**

C.357 CLERK'S ANNUAL APPRAISAL AND SALARY REVIEW

The Clerk left the room. The Chair apprised councillors of the annual review and the details behind Report 9. All agreed the parish council was extremely fortunate to have Katrina as their Clerk. During the review discussion took place on providing administrative support for the Clerk and allowing the Clerk to reduce her hours (total clerking hours to remain about the same). This structure would be developed and reported to the Council at a later date.

RESOLVED – That the annual review and appraisal of the Clerk's performance be noted

RESOLVED – That a new hourly rate of £12.564 for the Clerk be approved with effect from 01 April 2017

C.358 PAYMENTS AND RECEIPTS

The council considered Report 10 (the Schedule of Payments for the month of April 2017. There were no receipts. *[Note: the complete Schedule is published on the council website].*

RESOLVED - That the Payments totalling £3,498.84 be approved and the clerk be authorised to make the payments online

C.359 URGENT ITEMS: - None**C.360 REPORTS:**

- a) The Chair – the Chair reported that he had taken on the chairmanship of the East Dean Responders during 2016, to maintain the link between the

Responders and the parish council. The Responders AGM would be held on 3rd May 2017

- b) Planning Committee – the council took note of the minutes of the committee meeting held on 21st March 2017. The following matters were also raised:
- i. Eastbourne Downland not to be sold – following a poll of residents, Eastbourne Borough Council had withdrawn its plan to sell some tenanted downland farms. However, East Sussex County Council had now published a proposal to transfer (not sell) some of its downland at the Seven Sisters to a suitable body who could maintain it as downland. It was hoped that a body such as the National Trust might be interested in its acquisition.
 - ii. Land east of Gilberts Drive – no information had yet been received about a new date for a public consultation session. **ACTION: KL to contact the agent and circulate an update.**
- c) Rights of Way Committee – the council took note of the minutes of the committee meeting held on 21st March 2017. The following matters were also raised:
- i. The Twitten (Footpath 25) – the white handrail running into the path from the Upper Street entrance should be removed, as the supports were mostly rotten at ground level, and the rail was at the wrong height to be used as a handrail. Permission might be needed from the county Rights of Way team. It was agreed that this should be raised at the next Liaison meeting on 11th April 2017. **ACTION: PS to take photo; KL to add to agenda**
- d) Finance – the Chair reported that the balance in hand at the end of March was £48,057. This balance would be approx. £6,000 higher than anticipated owing to the cost of refurbishing the War Memorial (to be invoiced in the new financial year, but included in the 2016/17 budget). The cladding of the memorial had been removed, and the retaining mesh around the soft greensand core had been replaced. The stonemason had begun the recladding and would then re-furbish and re-mount the three memorial plaques. It was agreed that the council should consider adding a small plaque to the railings as a memorial to the last village blacksmith, Luther Hills, who had made them. It was further agreed that a quote should be obtained from the contractors for shot-blasting and re-painting the railings. **ACTION: PS**
- e) Recreation Ground – the pavilion water supply had been turned back on. The tennis nets would be put up shortly, and the basketball nets replaced with new ones. The Cricket Club had agreed to clear out their old storage cupboards **ACTION: JS to check progress.** It was noted that the surface of the tennis court was gravelly and it was agreed that the next budget might contain provision for an upgrade to modern standards. **ACTION: KL/SF**

- f) Sheltered Housing Working Group – the Group had visited two potential providers on 27th March 2017. Sufficient information had been obtained to enable a full report to be made to the Annual Village Meeting on 11th May 2017.
- g) Village Events – the following items were discussed:
- i. Annual Village Meeting 2017 – members finalised the reporting arrangements (IH – Sheltered Housing; RM – play area; PS – Friston crossing; chairs of Planning and ROW to report briefly on their committees; Chair of council to prepare an overall annual report; all reports to be with the Clerk by 21st April). **ACTION: KL to ask for an update on the Friston crossing assessment by ESCC.** There would be a Q&A session. Cllr Hookham would obtain an update on the work to Birling Gap steps **ACTION: AH**
 - ii. Village Fete, 22nd July 2017 – Cllr Sargent kindly agreed to plan and run a stall with activity for children. Cllr Hill would supply and put up a gazebo. **ACTION: JS/PH.** The council would also provide a parish information stand.

RESOLVED – That the above reports (a) – (g) be noted and action taken as discussed.

C.361 CORRESPONDENCE

The council considered Report 13 by the Clerk, and the following matters were noted:

- a) Request from British Library to receive copies of *Rendezvous* – these would be supplied (**ACTION: KL.**)
- b) England Coastal Path – Natural England had supplied information on a proposal to improve public access to the coast from Shoreham to Eastbourne and a number of public consultation sessions were being held (the nearest would be in the Clinton Centre, Seaford on 15th June 2017, 5.30-7.30 pm). It was thought that no session was offered in East Dean because public access to the coast existed already.

RESOLVED – That the Correspondence report be noted and action taken as discussed.

C.362 CO-OPTION OF A COUNCILLOR

This item was deferred. It would be publicised at the Annual Village Meeting.

C.363 Date of next meeting – Friday 5th May 2017 at 6.30 pm in the Village Hall.

There being no further business, the meeting closed at 8.10 pm.

Signed..... (Chair)

Date.....