



**Minutes of the Parish Council Meeting held on Thursday 6<sup>th</sup> July 2017 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 6.30 pm**

**Councillors present:** Cllr M Keller (Acting Chair), Cllr B Greenwell (Items C.410-C.420), Cllr I Haydock, Cllr P Hill, and Cllr J Sargent

**In attendance:** District Cllr J Wilton; K Larkin (Parish Clerk)

*There were three members of the public present.*

## **PUBLIC SESSION**

The following topics were raised:

- **Damaged seat on the Greensward** – Mr Gottlieb stated that the Gardening Club who had originally donated the 5' hardwood seat would be willing to contribute to its replacement. The plaque had been removed for storage. The clerk reported that the council's insurers were considering a claim which should be supported by a crime report number, photos and two quotes for replacement. A £100 excess would be payable by the parish.
- **Speed limit in Micheldene Road** – Mr D Clarke requested that a speed limit be considered for Micheldene Road. The Chair replied that although there was a clear case in favour of a speed limit, East Sussex Highways would not permit it due to the un-adopted status of the roads, which were in private ownership despite being public highways.

*The Acting Chair closed the Public Session and opened the meeting*

**C.406 Acceptance of apologies for absence:** - Cllr S Fuller, Cllr A Hookham, Cllr P Seeley

**C.407 Declarations of Interests:** - None

**C.408 Approval of the Minutes:** - The minutes of the parish council meeting held on 1<sup>st</sup> June 2017 were confirmed as a correct record and signed by the Acting Chair.

## **C.409 ELECTION OF VICE CHAIR**

Cllr Haydock proposed and Cllr Hill seconded the motion that Cllr Mike Keller be appointed Vice Chair of the council. There was unanimous support.

**RESOLVED** – That Cllr Mike Keller be appointed Vice Chair of the council

Cllr Keller signed the Declaration of Acceptance of Office.

#### **C.410 CO-OPTION OF A COUNCILLOR**

The Acting Chair reported that Mr Brian Greenwell was willing to be co-opted as a member of the council. Members were unanimous in their support.

RESOLVED – That Mr Brian Greenwell be co-opted as a councillor.

Mr Greenwell signed the Declaration of Acceptance of Office and joined the meeting.

It was noted that following the resignation of Cllr Maxwell, whose vacancy had yet to be filled, the council had fewer than two-thirds of its members elected rather than co-opted, and could not begin any new actions under the General Power of Competence, though it could continue with existing actions, and initiate new ones under pre-existing powers. The next opportunity to re-claim the GPC would be in May 2019 at the next general council elections.

#### **C.411 BUSINESS IN PROGRESS**

The council considered report 6 on progress since the June meeting, and the following points were raised:

- a) Memorial Tree – the detailed proposals were agreed to be satisfactory provided that the spot where the tree should be planted would be marked out in advance **ACTION: PH/PS**
- b) Overgrown trees in Gilberts Drive – these trees were not subject to any preservation order, were within the 30mph zone and could be accessed without entering onto the carriageway. It would be in order for the council to maintain them by light pruning **ACTION: PH/PS**
- c) Play area sign – members requested that the typeface be made larger (e.g. by 2 points). A cheaper repeater sign should be obtained for the second gate at the top end of the play area near the pavilion. **ACTION: KL to proceed with the Sussex Signs order; PH to order a second sign**
- d) War Memorial – the repairs to the plinth had now been completed, but the names carved on the memorial plaques had not been picked out in black. This work had not been specified in the contract but it had been understood that it could be done without extra charge. A final enquiry should be made **ACTION: KL**
- e) Litter bins – Wealden District Council had now removed all the unwanted concrete litter bins and three more new high capacity, wildlife-proof bins had been installed. The litter problem seemed to have been resolved, and residents had expressed approval.
- f) Damaged seat on the Greensward – the council recorded its thanks to the Gardening Club for the action taken to make the site safe, and for the offer to assist with payment for a replacement seat. **ACTION: KL to write to Mr Gottlieb**
- g) Highway matters – the feasibility study for the Friston build-out was thought to be under way, but the ‘yellow lines day’ still had not been fixed. A reminder

should be sent to East Sussex Highways **ACTION: KL.** Other outstanding matters such as the resolution of any parking problems at the Crowlink Lane/A259 junction should be reviewed at the same meeting. Cllr Hill had obtained a quote for the repair and repainting of the Twitten railings, but had felt it was too high, and was seeking alternatives. **ACTION: PH.** The Sussex Police had not yet fixed a date for the speed checks in Gilberts Drive and Micheldene Road, and a reminder should be sent **ACTION: KL.**

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

#### **C.412 ANNUAL RETURN 2017**

The council considered Report 7, regarding actions recommended in the Internal Audit Report 2017. It was noted that action had already been taken to supply all back copies of the council's *Rendezvous* Newsletter to the British Library in accordance with the Legal Deposit Libraries Act 2003. Future issues would be supplied at the time of publication.

The auditor had also recommended that the council consider including 'key person' cover and cyber-crime cover in its insurance policy. It was noted that 'key person' cover was already partially available as in the absence of the clerk/RFO the council would be equipped to make payments by cheque, and would have online access to view its accounts. It was agreed that in view of the possibly high cost of cyber-crime cover in particular, quotations should be obtained from several providers and considered at a future meeting. The council's present three-year arrangement with Zurich was now in its final year and three comprehensive new quotes should in any case be obtained prior to June 2018. **ACTION: KL to obtain quotes**

#### **C.413 ANNUAL VILLAGE MEETING 2017**

The council considered Report 8 reviewing the business conducted at the Annual Village Meeting:

- a) Play Project – in addition to the matters in the Report, the latest inspection results from RoSPA were now available and showed that the play area had an increased risk rating which must be addressed. It was now recommended that the Multiplay Climber be removed and replaced. The Cabin Slide was already known not to meet current safety standards, though it had been compliant at the time of installation. The response from the AVM indicated that the council should consider scaling back or phasing the upgrading of the play area. A new Lead Member was also required for the project. Cllr Greenwell kindly agreed to be the Lead Member. He would study both the project and the RoSPA report; hold a site meeting with Cllr Hill and Cllr Seeley; review the options; and report back to the council. In the meantime, the Multiplay Climber should be taped off. **ACTION: BG/PH/PS**
- b) Sheltered Housing – the meeting confirmed that the Working Group had completed its task, having reported to the Annual Village Meeting and put its findings in the public domain.

- c) Friston Crossing – it was understood that ESCC Highways were progressing with the feasibility study and would report when it was complete.
- d) Village Safety Day – it was agreed that the AVM had shown sufficient interest and support for an event to be held. Planning would be done in October for an event in the spring of 2018. In the meantime the clerk would compile a list of relevant organisations and their contact details. **ACTION: KL**
- e) Bonfire 2018 – it was agreed that no event should be held. Planning for any such event must begin at least one year in advance to ensure the availability of Frontier Fireworks. The problems caused by the shortage of volunteers and unwanted publicity on social media, all remained.

RESOLVED - That the report on the Annual Village Meeting 2017 be noted and action taken as discussed.

#### **C.414 REPLACEMENT OF SEAT**

The Acting Chair reminded members that the proposal in Report 9 to approve the purchase of a replacement memorial seat for the Greensward had been addressed in the Public Session and in the Progress report (Item C.411f above). A claim was being processed by the council's insurers and a replacement seat could be purchased when the claim was resolved.

RESOLVED - That a replacement seat be purchased in due course.

#### **C.415 ESCC COUNTRYSIDE STRATEGIC COMMISSIONING STRATEGY**

The council took note of the Strategy approved by the Cabinet on 27<sup>th</sup> June 2017 (for documentation see <https://democracy.eastsussex.gov.uk/>). Essentially the county council wanted to keep all rights of way maintenance 'in house' but to hand over the management of its country parks to other organisations with relevant experience, by 2018. The parish council hoped that the National Trust would take over the Seven Sisters country park.

#### **C.416 PAYMENTS AND RECEIPTS**

- a) The council considered Report11a, the Schedule of Payments and Receipts for the month of July 2017. An additional payment to Mr J West for maintenance work to fingerposts was added to the schedule [*Note: the complete Schedule is published on the council website*]. The unusually high total reflected the completion of works to the War Memorial.

RESOLVED - That the Payments totalling £13,049.14 be approved and the clerk be authorised to make the payments online

- b) The council took note of the Quarterly Budget Report for Q.1 of the 2017-18 financial year (April – June 2017)

RESOLVED - That the Budget Report for Q.1 2017/18 be noted

- c) The council was requested to authorise the clerk to make routine payments in August, to be reported at the September council meeting

RESOLVED – That the clerk be authorised to make routine payments in August, to be reported at the September meeting.

#### **C.417 REPORTS:**

- a) Wealden District Council – District Cllr J Wilton reported on the following matters:
- i. New bridge at Exceat – finance had been secured. Cllr Wilton commended the support of Maria Caulfield MP for this project. It would be necessary to dual more of the A27 to discourage heavy traffic from diverting to the A259
  - ii. Jevington Road – complaints were being made about the state of the carriageway on the approach to Friston near Butchershole Bottom
  - iii. Planting on verges – the crocuses had been ordered. The cultivation licences should be applied for and Cllr Wilton notified when licences were granted. **ACTION: KL**
- b) East Sussex County Council – County Cllr Shing had supplied a written report on the new Exceat Bridge proposals, and on the arrangements for temporary traffic lights at Exceat to cover Airbourne 2017
- c) Chair of the council – nothing to report
- d) Planning Committee – the council took note of the minutes of the committee meeting held on 20<sup>th</sup> June 2017
- e) Finance - the clerk reported that the balance in hand at the end of June was £56,335,21
- f) Rights of Way and Highways - Cllr Hill reported on the following matters:
- i. Fingerposts – a further round of maintenance was being undertaken by Mr West
  - ii. Diseased trees – the ESCC Tree Officer had inspected six diseased elm trees, some adjoining the Twitten (Footpath 25); and several possible cases of ash die-back near the junction of Jevington Road and Old Willingdon Road. None would be the responsibility of the parish council.
  - iii. Watering of hanging baskets – increased frequency of watering would be needed. Members offered to do additional days.
  - iv. Complaints on noise – several recent events had probably exceeded permitted noise levels even though event permissions may have been granted in some cases. Cllr Wilton agreed to check the position with Wealden's Environmental Health team. **ACTION: JW**

- v. Maintenance of paths – several paths required maintenance: Footpath 34 (Wenthill Close to A259); Footpath 18 (The Brow to Peak Dean Lane); and Bridleway 28 (Warren Lane to A259) **ACTION: KL to send hedge letters; BG to lop branches in Bridleway 28.** Hedge letters had been sent to householders adjoining Footpath 8 (The Ridgeway to Old Willingdon Road) and Footpath 19 (Peak Dean Lane to Micheldene Road), and the latter had been fully cleared.
- g) Recreation Ground – Cllr Sargent reported that the leaning fence at the play area had now been staked. Thanks were due to Cllr Hill and Cllr Seeley. The latch was missing on the top gate again, and the self-closer on the bottom gate had been broken. It was noted that renewal of all fencing would be part of the play area upgrade. The pavilion caretaker would unavoidably be away for several weeks, but had found someone to cover for her.
- h) Village Events – the next event would be the Village Fete. Cllr Sargent and Cllr Hookham would run a basket of fruit competition for adults and a treasure hunt (on a grid) for children.
- i) Social Media – Cllr Hookham had attended the first of two training sessions on council use of social media etc. and would be bringing a report and proposals to a future meeting. **ACTION: AH**

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

#### **C.418 URGENT ITEMS**

The Acting Chair proposed that the council should review its Emergency Plan in the light of the recent Grenfell Tower disaster. It was agreed that Cllr Keller, Cllr Fuller, Cllr Greenwell and Cllr Wilton should undertake a review and report back. In the meantime, the clerk should update the factual information in Appendix 1. **ACTION: MK,SF,BG,JW; and KL**

#### **C.419 CORRESPONDENCE**

The council considered Report 14 by the Clerk, and the following matters were noted:

- a) Flying flags – Mr Cliff Hirschfield had very kindly offered his services as Flag Master to fly the flags on the village green when required. The offer was accepted with thanks **ACTION: KL to write to Mr Hirschfield.** A resident had requested information about the rules for flying flags from domestic premises, and information had been supplied. No permission is required to fly a national flag, but restrictions do apply to advertising.
- b) National Plant Monitoring Scheme – it was agreed that the need for a volunteer to monitor an unclaimed plot on the NPMS grid near Beachy Head should be advertised on the council website and in the parish magazine. **ACTION: SF/MK**
- c) Community Volunteers – there were currently no projects in the parish suitable for the kind of work requested by the volunteers, but the offer was appreciated

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- d) Clearance of vegetation at Friston Pond – vegetation had begun to obscure the Crowlink junction. Cllr Hill and Cllr Seeley would organise this work. **ACTION:**  
**PH/PS**
  - e) Cock crow at dawn – a complaint had been received from a resident. A councillor would notify the owner.
  - f) Telefonika mast – Cllr Wilton asked for any further update on the proposed new mast. The Acting Chair advised that planning permission would be required if a mast were to be installed, but no application had yet been lodged.

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

**C.420 Date of next meeting** – Thursday 7<sup>th</sup> September 2017 at 6.30 pm in the Village Hall.

*There being no further business, the meeting closed at 8.26 pm.*

Signed..... (Chair)

Date.....