



Minutes of the Parish Council Meeting held on Thursday 5th October 2017 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 6.30 pm

Councillors present: Cllr M Keller (Chair), Cllr D Clarke, Cllr S Fuller, Cllr B Greenwell, Cllr I Haydock, Cllr P Hill, Cllr A Hookham, and Cllr P Seeley

The Acting Chair announced the resignation of Councillor Jen Sargent.

In attendance: County Cllr S Shing (Items C.450-C.451); K Larkin (Parish Clerk)

There were 3 members of the public present.

PUBLIC SESSION

The following topics were raised by Mr S Worsfold:

- A road drain half way down Friston Hill on the south side had become blocked and should be cleared
- The globe light on the East Dean A259 pedestrian refuge was an inconvenience to adjacent properties at night. Could the light be shielded on that side?
- Police ANPR camera pole – the pole was still leaning. Could an update be requested from the police?
- Telephone kiosk on A259 – Mr Worsfold and Mr Gottlieb had recently cleaned the glass. Could the cleaning of the kiosk be done at the same time as the bus shelters, on a longer schedule (e.g. every six months)?
- Verge in Gilberts Drive – the verge had been seriously eroded by on-street parking. Could a kerb or yellow lines be provided?
- Speed limit through the village – Mr Worsfold wanted to make a fresh attempt to substitute a 30 mph limit for the present 40 mph limit. The refusal by ESCC to contemplate this was discretionary. Would the parish council support such a move?
- Downlands Way car park – please could this be cleared of weeds and leaves?

The Acting Chair in response confirmed that the council would consider these points.

The Acting Chair closed the Public Session and opened the meeting

C.439 Acceptance of apologies for absence: - None

C.440 Declarations of Interests: - None.

C.441 Approval of the Minutes: - The minutes of the parish council meeting held on 7th September 2017 were confirmed as a correct record and signed by the Acting Chair.

C.442 CO-OPTION OF A COUNCILLOR

The Acting Chair stated that the vacancy to be filled had arisen from the resignation of Cllr Maxwell. A further vacancy had now arisen from the resignation of Cllr Sargent, and was intended to be filled in November, subject to the outcome of notices. Members recorded their warmest thanks to Cllr Sargent for her six years of service. The Acting Chair proposed that Mr David Clarke be co-opted as a member of the council.

RESOLVED – That Mr David Clarke be co-opted as a member of the council.

Councillor Clarke signed the Declaration of Acceptance of Office and joined the meeting.

C.443 COUNCIL APPOINTMENTS

The following appointments were made:

- a) Chair – members noted that Councillor Fuller had resigned from the chair after four years in office. Members thanked Cllr Fuller for the work and expertise he had brought to that role, and were pleased to hear that he would continue as Lead Member for Finance. Cllr Hill proposed and Cllr Fuller seconded the motion that Cllr Mike Keller be appointed Chair of the council.

RESOLVED - That Cllr Mike Keller be appointed Chair of the council

- b) Vice Chair – Cllr Keller proposed and Cllr Hill seconded the motion that Cllr Brian Greenwell be appointed Vice Chair of the council.

RESOLVED - That Cllr Brian Greenwell be appointed Vice Chair of the council

- c) Chair of Planning – Cllr Keller stated that he would stand down as Chair of Planning after the October meeting, and that a new Chair of Planning should be appointed in November.
- d) Lead Member for the Recreation Ground – it was agreed that Cllr Greenwell (Lead Member for the Play Project) should also become Lead Member for other matters pertaining to the recreation ground and its facilities.
- e) Emergency Plan co-ordinators – the new Chair and Vice Chair would take on these roles.

ACTION: KL to notify WDC and the Parish Magazine.

C.444 BUSINESS IN PROGRESS

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

- a) Complaints on noise – an overview of the regulations should be put in the parish magazine and a copy supplied to the Village Hall Trust. **ACTION: SF to draft/ KL to contact VHT.**
- b) Twitten railings – Cllr Hill had obtained a second (cheaper) quote of £525 for replacing seven posts and repainting the posts and rails. Members agreed that it should be accepted. The same contractor had quoted £145 for replacing two posts at the recreation ground. It was agreed that this too should be accepted. **ACTION: PH.**
- c) Emergency Plan – Cllr Keller and Cllr Greenwell would attend the Emergency Resilience Conference on 21st November. Cllr Seeley should be involved in any revision of the parish's Emergency Plan, in his capacity as Chair of the Residents' Association.
- d) Play area upgrade – members agreed that an application to the Big Lottery Fund should be submitted as drafted by the Lead Member (**ACTION: KL**). A letter should also be sent to Southern Gas requesting a contribution in compensation for disruption caused during the gas main works (**ACTION: MK to send final version**). Wicksteed had quoted a total of £240.58 plus VAT for parts and labour to maintain the Fitness Fun Run. The quote should be accepted (**ACTION: KL**)
- e) Replacement of seat – the new seat from Chic Teak was ready. Cllr Greenwell and Cllr Clarke would take delivery on site and fix the seat in place. **ACTION: KL to ask for angle brackets to be supplied**

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

C.445 BUDGET FOR PROJECTS

The council considered report 7 by the Lead Member for Finance, and the following decisions were made:

- a) **Playground Upgrade** – members approved Phase I of the Play Area project based on the quote from Proludic with a target completion date of Q2 2018, and agreed to accept the quotation of £34,500 plus VAT. **ACTION: BG/KL.** It was also agreed that Phase 2 should be included in the forward view for the next Budget, to allow funding to accumulate.

RESOLVED – That the Phase 1 quote from Proludic be accepted and Phase2 be include in the forward plan

- b) **Friston Build-out** – members agreed to proceed with the Friston build-out project. Cllr Seeley would be the Lead Member.

RESOLVED - That the parish council should proceed with the Friston build-out project

- c) **War Memorial** – the refurbishment of the railings should be added to the forward plan, and the parish council should apply to the Heritage Lottery Fund for grant aid.

RESOLVED - That an application be made to the Heritage Lottery Fund for a grant towards the refurbishment of the memorial railings

- d) **Public Seats** – members agreed that seat maintenance should be handed to an appropriate contractor who would refurbish 5/6 per year. **ACTION: KL to obtain quotes.**
- e) **Other Assets** – nominal budget increases should be made for maintenance of other assets. No further action should be taken to provide retractable bollards at the entrance to Gore Farm Close from the Downlands Way precinct. Gore Farm Close was owned by a private investment company and there was no obvious keyholder for the bollards. The narrow chicane, overhanging eaves, and proximity of garages and parking bays would render the location impractical for emergency access.
- f) **Grant Funding Scheme** – members agreed that the parish council should have a Grant Fund effective from 2018/19 for locally based good causes. **ACTION: SF to draft a procedure for approval.**
- g) **Mowing Contract** – members considered whether or not privately owned village greens should be included in the next mowing contract. This applied to the Village Green (Gilbert Estate) and Greensward (Greensward Company). The legal advice from the Department of Communities and Local Government was unchanged i.e. that a council had no obligation to maintain a village green in private ownership, and should not do so. The council should only maintain publicly owned property. However, the previous debate was reviewed [Minutes of the meeting held on 3rd October 2013], and it was agreed that the next mowing contract should be put out to tender on an unaltered specification, using the discretionary power in S.137 of the Local Government Act 1972. **ACTION: KL to invite tenders for a 3 year period.**

RESOLVED – That the specification for the mowing contract should remain unchanged for a further three years (2018-20) and should be put out to tender.

- h) **Road Signage** – the Residents' Association had in recent years replaced all the road signs in the parish, but did not wish to continue with this action and requested the parish council to take it over. Some research would be needed into the legitimacy of action (particularly on the public highways). However, expenditure would be fairly modest, and members agreed in principle that the item should be included in the draft budget. **ACTION: KL to investigate and report.**

C.446 COUNCIL USE OF SOCIAL MEDIA

The council considered report 8 by Cllr Hookham, summarising the pros and cons of council use of social media. It was noted that following the introduction of new general data protection regulations in May 2018, inhibiting the use of emails for

'direct marketing' without explicit consent from the recipient, Facebook could provide a practical alternative: a platform compliant with the regulations which could channel people to the website via a link. It could grow exponentially, be timely, and was free.

However, some members remained concerned that all social media were open to abuse and that government was a common target. Although the Facebook page would belong to the council as a corporation, and postings on it would be made collectively (unless by personal choice), the personal email addresses of individual councillors could be accessed through the link from Facebook to the website. This information had not been abused in the past, but would now reach a wider public. In response, it was noted that protective terms and conditions would be applied to the Facebook page, and there was a growing trend for councillors to have PC email addresses provided for them. It was agreed that a draft set of terms and conditions should be brought to the council for further consideration. **ACTION: AH/SF/KL**

C.447 LOCAL COUNCIL AWARD SCHEME

The council considered Report 9 and noted that the revised award scheme did not dovetail satisfactorily with the criteria for use of the General Power of Competence under the Localism Act 2011, and that qualification to use the power had a practical effect, whereas the gaining of an award did not. It was agreed that the parish council should work towards the LCAS Gold standard, but should not apply for an award at the present time. **ACTION: KL to report on action required.**

C.448 TIMETABLE OF MEETINGS

The council considered report 10, the draft timetable of meetings for 2018. It was agreed that in 2018 the council would meet in August rather than September, as September had become the holiday month of choice. The Annual Village Meeting should be held on Thursday 26th April. **ACTION: KL to notify the VHT.**

RESOLVED - That the report be noted, and the timetable be adopted as amended.

C.449 PAYMENTS AND RECEIPTS

- a) The council considered Report 11a, the Schedule of Payments and Receipts for October 2017 [*Note: the complete Schedule is published on the council website*]. One further invoice had been received from Wealden District Council for emptying the two additional dog bins in Q.2 July-September (£120 plus VAT). All payments were approved.

RESOLVED - That the Payments totalling £3,865.90 be approved and the clerk be authorised to make the payments online

- b) The council took note of the Quarterly Budget Report for Q.2 of the 2017-18 financial year (July – September 2017).

RESOLVED - That the Budget Report for Q.2 2017/18 be noted

FOR NOTING:**C.450 URGENT ITEMS**

The Chair reported that the Residents' Association intended to review and reduce the range of activities for which it would take responsibility. The RA committee hoped to make recommendations in the New Year and would seek the council's support.

C.451 REPORTS:

- a) County Councillor:
 - i. ESCC Library consultation – County Cllr Shing would support residents who wished to oppose the plan to reduce the number of library buildings and discontinue the Mobile Library service (end date: 14 December).
 - ii. Blocked manhole in Upper Street – the gullies near the A259 junction had been cleared, but a manhole further down the street had become blocked. **ACTION: KL to report**
 - iii. Jevington Road improvements – members thanked ESCC for recent improvements to the road surface.
- b) Chair of the council - the parish would be represented by the Chair and Vice Chair at the ESCC Emergency Resilience Conference (21 November). It would be represented by the Chair at the local Remembrance Day service on 12 November.
- c) Planning Committee – the council took note of the draft minutes of the committee meeting held on 19 September 2018
- d) Finance - the Lead Member reported that the balance in hand at the end of September was £70,000.
- e) Rights of Way and Highways:
 - i. The council took note of the draft minutes of the county liaison meeting (SLR) held on 26 September 2018.
 - ii. Potholes had appeared in Downsview Lane - **ACTION: BG to report**
 - iii. Winter hanging baskets – there was support for re-planting the baskets on the bus shelters for winter. **ACTION: PH**
 - iv. Hedge trimming – members were reminded to report on any current problems
 - v. Bulbs on verges – ESCC still had not decided which verges to use for planting. A second survey on wildlife verges was under way.
- f) Recreation ground – it was agreed that the pavilion should be closed for the winter at the end of the month.

- g) Village Events – the possibility of holding a village safety day would be reviewed following the ESCC Emergency Resilience Conference, which would cover similar ground.
- h) New Data Protection legislation – the clerk had attended training run by ESALC and would bring a report and proposals for action to a future meeting. The new regulations would come into force on 25 May 2018 and would enhance the protection of personal and sensitive information held by organisations, particularly in digital form.

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

C.452 CORRESPONDENCE

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

- a) Donation for parish magazine – it was agreed that the council should give a further donation of £150 in the current year, and this should be added to the list of October payments (**ACTION: KL**)
- b) Visit by Rude Mechanicals Theatre Company - the Company should be given a licence to visit on Wednesday 13th June 2018 on the same terms as in previous years (**ACTION: KL**), including payment of a donation to the Community Watch
- c) East Dean Cricket Club – members congratulated the Club on their promotion. **ACTION: KL to enquire whether extra fixture dates would be needed in 2018**
- d) Camper vans – vans were being left in the village car park overnight. Wealden District Council should be asked to move the ‘no vans’ sign to the main gate. **ACTION: KL**

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

C.453 Date of next meeting – Thursday 2nd November 2017 at 6.30 pm in the Village Hall.

There being no further business, the meeting closed at 9.05 pm.

Signed..... (Chair)

Date.....