



**Minutes of the Parish Council Meeting held on Thursday 2<sup>nd</sup> November 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 T Bryant, Cllr D Clarke, Cllr S Fuller, Cllr B Greenwell, Cllr I Haydock, Cllr P Hill, Cllr A Hookham, and Cllr P Seeley

**In attendance:** K Larkin (Parish Clerk)

*There were 3 members of the public present.*

## **PUBLIC SESSION**

Mr D Holloway raised the following topics:

- Cliff safety notice – would the parish council request the National Trust to provide improved safety notices at Birling Gap, following the recent death of a tourist. The Chair stated the council would consider this sympathetically
- Controlled crossing on A259 in East Dean – would the parish council ask East Sussex Highways to provide a controlled crossing in the centre of the village. A recent statement by ESCC that the location had been assessed and did not meet the criteria seemed to be mistaken. The Chair agreed that no such assessment was known. The matter would be raised with ESCC.
- 30 mph speed limit through the village – would the parish council ask again for a 30 mph limit, as the restrictive criteria which had led to previous refusals were discretionary. The Chair advised that the parish council was well aware of these circumstances and consistently supported a 30 mph limit, but to no avail.

Mrs M McLachlan raised the following topics:

- Could the road markings at the junction of Micheldene Road and Summerdown Lane be changed so that vehicles coming down Micheldene Road no longer had priority to speed down the hill, causing danger to any resident turning out of a driveway? The Chair stated that the Roads Company was planning to resurface Micheldene Road from Elven Lane to Summerdown Lane, and could be asked to alter the lining.
- Who was responsible for the roads on the Estate? – the Chair stated that the Roads Company was responsible for maintenance, but that East Sussex Highways had authority over the highway standards to be applied, because the roads were fully accessible to the public. This meant that privately imposed speed limits, for example, could not be enforceable.
- Could the Estate roads be made entirely private by closing them one day a year? – the Chair explained that this was not a realistic proposition, as the Estate had been open to the public since it was first built. *[Note by the Clerk: There are a number of definitive rights of way on the Estate, plus a registered village green, and the public cannot be denied access to these.]*

- Could the council remind residents that most verges on the Estate are privately owned and should be respected as such by motorists and dog walkers? The Chair agreed to place a notice in the parish magazine.

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

**C.454 Acceptance of apologies for absence:** - County Cllr S Shing; District Cllr J Wilton

**C.455 Declarations of Interests:** - None.

**C.456 Approval of the Minutes:** - The minutes of the parish council meeting held on 5<sup>th</sup> October 2017 were confirmed as a correct record and signed by the Chair.

**C.457 CO-OPTION OF A COUNCILLOR**

Cllr Seeley proposed and Cllr Haydock seconded the motion that Mr Tim Bryant be co-opted to fill the vacancy arising from the resignation of Cllr Sargent.

RESOLVED – That Mr Timothy Bryant be co-opted as a member of the council.  
*Councillor Bryant signed the Declaration of Acceptance of Office and joined the meeting.*

**C.458 COUNCIL APPOINTMENTS**

Cllr Fuller proposed and Cllr Hill seconded the motion that Cllr Bryant be appointed Chair of the Planning Committee.

RESOLVED - That Cllr Tim Bryant be appointed Chair of the Planning Committee

It was noted that the council needed a new Tree Warden, Mr Bartlett having retired.

**ACTION: KL to contact a previous warden**

**C.459 BUSINESS IN PROGRESS**

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

- a) Highway matters – the council would not take over the cleaning of the phone kiosk on the A259 as this could bring them an insurance liability. BT had both kiosks in the parish on its maintenance schedule. The council would ask East Sussex Highways to provide a light shield on the pedestrian refuge on the A259 in East Dean, and to consider additional yellow lines at the north end of Gilberts Drive, but the latter should not delay the lining work already agreed with ESCC. **ACTION: KL to add to SLR agenda**
- b) Replacement of seat on Greensward – Cllr Clarke asked whether an adjacent seat should be repaired at the same time. **ACTION: KL to check ownership**
- c) Road signage – Cllr Seeley confirmed that the Residents' Association requested the parish council to take responsibility for signage on the Estate
- d) Use of Facebook – Cllr Hookham tabled a full report on Social Media demonstrating that 68% of EDF residents customarily used Facebook, and

that the experience of other councils using Facebook was positive. Members thanked Cllr Hookham for an excellent report and agreed to consider it at the December meeting. **ACTION: KL to add to December agenda**

- e) Cricket Club aspirations – the Lead Member had met representatives of the Club to discuss future plans. The Club was thriving and had been granted leave by the League to run a second Saturday team in 2018; it aspired to run a Colts team and undertake coaching; raise funds to acquire practice nets; raise the standard of pitch maintenance; and install a display cabinet for a growing number of trophies. The Club requested use of the pavilion every Saturday from April through to September 2018; and more storage for equipment, including a temporary lean-to shed (the Gilbert Estate should be consulted on this). The council generally welcomed these developments as beneficial for the community. It was agreed to review the Club's hire agreement and associated matters, including the question whether the pavilion should be seen as a social asset or a revenue earner. **ACTION: SF to prepare a report.**
- f) Mowing contract – the package of tender documents should be checked with the Lead Members for Finance and ROW prior to issue. **ACTION: KL.** The Chair and Vice Chair would seek a meeting with Mr Davies Gilbert and ask whether the Estate wanted the greens in its ownership to be included and, if so, to make a contribution towards the cost. **ACTION: MK/BG**

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

#### **C.460 GRANT AWARDING POLICY**

The council considered Report 8, including a second draft of a grant awarding policy document. The proposal was welcomed on the basis that it should be open to locally based good causes and include the council's charity of the year, plus ongoing support for the East Dean Responders. Members agreed the draft policy, the proposed timescale (applications to be received annually in March and considered and paid in June); the budget of £2,000pa, and the proposed application form.

RESOLVED - That the Grant Award Scheme be approved

#### **C.461 PLAY AREA PAYMENTS**

The council considered Report 9 regarding the appropriate installation timing for the new equipment and the related payment arrangements. It was agreed that £22,905 plus VAT should be paid for the Kanope equipment on delivery to the UK, subject to a satisfactory inspection report from the Lead Member and on condition that title should pass directly to the council on payment. Installation (and the balance of payment for installation etc.) should take place in March/April 2018.

RESOLVED - That option (a) in the Report be approved (equipment to be stored prior to installation).

#### **C.462 BUDGET 2018/19 FIRST PASS**

The council considered Report 7 to review and comment on the figures provided. If a second phase of the play area upgrade was included, plus the Friston build-out

project, plus inflationary increases, but no grant or loan funding was assumed, then the precept would need to be raised 15% to keep reserves around £20,000 (slightly less than half the precept, which was the advisory figure). If there were no increase in the precept and no phase 2 of the play area upgrade, reserves would fall well below this, particularly before the payment of the second instalment of the precept in September 2018. The precept currently equated to a charge of £49.16 per average Band D household (£49.43 in 2016/17). The forward plan set out in January 2017 had estimated the precept increase in 2018/19 at 20%. The 15% increase now proposed would raise the average Band D charge to £56.80. It was noted that historically the parish had kept the precept low in comparison with other Wealden parishes, and it was suggested that a 20% increase, as previously forecast, should still be considered.

RESOLVED – That a 20% increase in the precept be considered in the second pass of the Budget for 2018/19

#### **C.463 GENERAL DATA PROTECTION REGULATION**

The council considered Report 10, and took note. It was agreed that the parish clerk should be appointed as the council's data controller for the purpose of the new Regulation (to take effect in May 2018). The data controller should start work on an audit of the council's records and the redaction/destruction of personal information, as appropriate. All new communications should be redacted on arrival. All councillors should have council email addresses, linked to the council website/Facebook page. Members noted the proposed Data Protection Policy and Email and Internet Usage Policy but preferred a more succinct Data policy prepared by Cllr Fuller **ACTION: SF to customise his draft.** An update should be brought to a future meeting.

RESOLVED - That the report be noted; and that the parish clerk be appointed the council's Data Controller for the purposes of the forthcoming Regulation.

#### **C.464 PLANNING APPLICATION**

**SDNP/17/04771/TPO – Cedar View, 32A Hillside, Friston, BN20 0HE**

*Notification of intention to 1 No Cedar thin suitable growth points to reduce sail on branches*

RESOLVED - Not to object to the application

#### **C.465 CONSULTATIONS**

##### **a) East Sussex, South Downs and Brighton & Hove Waste and Minerals**

**Local Plan review** - It was noted that the proposals should have little impact on the local area, especially as the proposed extension of the railway to the Newhaven incinerator should keep some heavy traffic off the roads. No response would be sent.

##### **b) Draft East Sussex Statement of Community Involvement** - It was agreed that in some cases consultation appeared to have little influence on proposals already supported by the county council (e.g. the planned closure of some libraries and withdrawal of mobile library services). It was agreed that a letter

of objection should be sent, as the loss of the mobile service in East Dean was detrimental to the life of the village, where a relatively large proportion of the population had mobility problems, and the expected savings were small.

**ACTION: KL to draft.**

- c) **Town and Parish Councillor Allowances** – the council took note of Report 12c from the Independent Remuneration Panel. Allowances had never been paid in East Dean and Friston, and members objected to the principle that if allowances were paid they could only be paid to elected members, not co-opted members. This was inequitable, and an objection should be sent to the Panel **ACTION: KL.**

#### **C.466 PAYMENTS AND RECEIPTS**

The council considered Report 13, the Schedule of Payments and Receipts for November 2017 [*Note: the complete Schedule is published on the council website*]. Two further invoices had been received from Rustic Garden (maintenance at the play area and the Twitten); and P Seeley (maintenance of Friston fingerpost). All payments were approved.

RESOLVED - That the Payments totalling £5,188.48 be approved and the clerk be authorised to make the payments online

#### **C.467 URGENT ITEMS**

The Chair reported that Wealden District Council proposed to re-allocate the household waste contract and thereafter to charge extra for the removal of garden waste. A final decision would be made in Cabinet next year.

#### **C.468 REPORTS:**

- a) Chair of the council – the parish would be represented by the Chair and Vice Chair at the ESCC Emergency Resilience Conference (21 November).
- b) Planning Committee – the council took note of the draft minutes of the committee meeting held on 17 October 2018. The Chair had drafted a letter to the Chair of the South Downs National Park Planning Committee, and to the Director of Planning, supporting the principle of openness in the handling of requests for pre-application advice. Members agreed that this should be sent. **ACTION: KL.** However, it was noted that new guidelines recently introduced by the Information Commissioner increased the presumption in favour of privacy.
- c) Finance - the Lead Member reported that the balance in hand at the end of October was £66,342.29.
- d) Rights of Way and Highways:
- i. The Lead Member reported that bark chips would be laid on paths to protect the surfaces in the winter
  - ii. Friston fingerpost had been repaired

- iii. No parking notices at Friston Church - The PCC had agreed that signs could be affixed to the churchyard wall, requesting motorists to 'avoid parking in the slip road, as it is a right of way'.
  - iv. Went Way railings and War Memorial railings – members agreed that Rustic Garden should be invited to quote for maintenance work.  
**ACTION: PH**
  - v. Notice boards – Rustic Garden to be invited to quote for replacements  
**ACTION: PH**
  - vi. Maintenance of seats – Rustic Gardens to be invited to quote  
**ACTION: PH**
  - vii. Electronic signs on bus stops – Brighton and Hove buses to be asked about any future plans **ACTION: KL**
- e) Recreation ground – it was noted that the pavilion had been closed for the winter
- f) Village Events – the parish council would be represented as usual at the Remembrance Day ceremony on the village green

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

#### **C.469 CORRESPONDENCE**

The council considered report 16 by the Clerk, and the following matters were noted:

- a) Motor bike 'racing' on Birling Gap Road – the police should be informed **ACTION: KL**
- b) Trimming of hedges – 34 Hillside had been trimmed; a letter should be sent to 3 Micheldene Road **ACTION: KL**
- c) Best Kept Village Sign – subject to the approval of the Gilbert Estate (the plaque being mounted on their wall), the Art Group could be requested to refresh the sign
- d) Phone mast – the council declined to comment on the colour of the mast. The SDNPA Landscape Adviser should be asked for advice.
- e) Closure of Jevington Road – the road would be closed for carriageway patching from 8 November at 9.30 am to 9 November at 4.00 pm. A suitable diversion would be signed on site.

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

**C.470 Date of next meeting** – Thursday 7th December 2017 at 6.30 pm in the Village Hall.

*There being no further business, the meeting closed at 9.14 pm.*

Signed..... (Chair)

Date.....