

# FAIRLIGHT PARISH COUNCIL

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## Minutes of Full Council Meeting held on Tuesday 24<sup>th</sup> April 2018 at Fairlight Village Hall at 7.00 pm

**Present:** Mrs J Annetts, Mr D Greenup, Ms I Horsley, Mr N Jones, Mr T King, Mr S Leadbetter, Mr A Mier (Chair), Mr D Shortman. Also present: Parish Clerk Mrs P Collins, Cllr Bird, Cllr Saint and Cllr Maynard.

**18063 Apologies for absence:** Cllr C Gallagher

### **18064 Code of Conduct and Disclosure of Interests**

- (a) Disclosure by members, of personal or prejudicial interests in matters on the agenda  
Cllr I Horsley and Cllr A Mier - Members of the Fairlight Tennis Club

### **18065 Public Questions in respect of agenda items**

- (a) Monitoring cables across Battery Hill and Waites Lane - Monitoring/measuring traffic cables have appeared at the village end of Battery Hill and the entrance of Waites Lane. All councillors were unaware of the reason of their appearance. However, Cllr Maynard stated this monitoring can be done periodically. The Parish Council will contact ESCC Highways to ascertain what the current monitoring is for.
- (b) Wakehams Farm Development -The development of 170 properties was noted to be a large number and over the Rother District Council's requirement of 40 houses for the village by 2020. Why wasn't the original 24 properties development submitted several years ago sufficient. No applications have been submitted for planning to date. Therefore, numbers of properties cannot be confirmed. The Parish Council will be considering what action needs to be taken in respect of professional assistance, public consultation etc under Planning on the agenda
- (c) Waites Lane resurfacing – The resurfacing has been completed. White lines have not been painted and drains remain full of tarmac. The Parish Council will contact ESCC Highways to confirm when this work will be completed.

### **18066 County and District Councillors Reports**

Cllr Bird – Foul drains are the Environment Agency and Southern Water's responsibility. Last report of 2017 Combined Sewer Overflow discharges was given to the Parish Council at the January meeting

Cllr Saint – A 2% pay award has been accepted by Rother Council staff. There is also a restructuring of senior management grades being carried out and managers are taking on more roles. In addition, there are still several vacancies to be filled.

Cllr Maynard – ESCC has invested capital into road maintenance not only pothole repairs. However, after four wet winters and past under investment roads have deteriorated. ESCC have assessed each roads requirement and these are being dealt with in order of greatest need. Central government have granted ESCC another £1.7m for pothole repairs. In addition, utilities companies are being taken to task to make repairs when necessary.

### **18067 Minutes of Meeting on Tuesday 27<sup>th</sup> March 2018**

The minutes having been distributed prior to the meeting and made available to the Public at the meeting, were approved, and signed by the Chairman as a correct record.

### **18068 Matters arising from the Minutes not otherwise on the Agenda**

None

## 18069 Financial Matters

- (a) **To consider and approve the attached schedule of payments and receipts**  
**Resolved** to approve the schedule of payments and receipts for April 2018
- (b) **To consider monthly statement of income and expenditure and the bank reconciliation**  
The Clerk presented the income and expenditure for year end and highlighted areas of spend. The bank reconciliation was signed.
- (c) **To consider a grant application from Fairlight Hall Riding for the Disabled**  
Collette Slack, a volunteer for the charity spoke on behalf of the organisation and requested a grant from the Council.  
**Resolved** to pay a grant of £250 to the charity
- (d) **To approve the implementation of new NJC salary scale for staff from 1<sup>st</sup> April 2018**  
**Resolved** to pay the new salary scale. Clerk to notify Payroll company.
- (e) **To approve additional hours for the Clerk to complete GDPR work in May 2018**  
**Resolved** to approve additional hours for Clerk
- (f) **To approve expenditure for additional security software for Clerk's computer**  
**Resolved** to approve expenditure for additional software - £180 inc vat.
- (g) **To approve expenditure for SBK stump killer for Knowle Wood volunteers**  
**Resolved** to approve expenditure of £35.
- (h) **To consider membership of the Friends of Hastings Country Park**  
**Resolved** to approve expenditure for the Clerk to become a member.
- (i) **To approve continuation of Parish Council's insurance with Zurich Municipal**  
It was queried if this quote was for a 3-year agreement or not. Also, could the policy be advertised on the website upon purchased.  
**Resolved** to pay £1213.02 but Clerk to check the agreement terms first.

## 18070 Planning

- (a) **To receive the monthly report from Cllr Leadbetter (attached)**  
Cllr Leadbetter presented the report and highlighted any issues. Cllr Leadbetter also reported that the Market Garden planning consent may be delayed until late June. He would keep the Council informed and the website updated.
- (b) **To update on progress of Country Park Visitors Centre**  
Hayden Luke expected some action fairly soon but Hastings District Council were not keeping him updated. He would chase them for information on progress.
- (c) **To consider investigating what professional or other assistance might be available to the Parish Council when considering Wakehams Farm development (and on what terms)**  
This issue was discussed by the Council and each councillor stated their views in respect of what assistance was needed and when. A budget of £10,000 was allocated in 2018/19 for the Neighbourhood Plan, this will not now be required. It was suggested that some of this money could be vired to a new budget heading to cover any costs for professional support/advise. Further discussions/decisions and actions will be necessary by the Parish Council and the Planning Committee once the planning application has been submitted to Rother District Council.  
**Resolved** to approve Cllr Leadbetter to source an appropriate professional.

## 18071 Land Management

- (a) **To receive the monthly report form Cllr King**  
The Parkhurst Cricket Club had rolled the pitch at Wood Field and were planning to hold their first match towards the end of May.  
Cllr King had received a quote for maintaining the playground equipment of £345. This work will be carried out in term time.  
**Resolved** to accept the quotation and carry out the work.
- (b) **To receive quotes for resurfacing the entrance to Wood Field**  
None received
- (c) **To receive quotes for clearing the area near the tennis courts**  
Two quotes have been received One for £110 to clear the area and use cuttings as a mulch or £230 to clear the area and dispose of cuttings.  
**Resolved** to accept the quotation of £110. Cllr King to contact the contractor.

Cllrs Mier and Horsley left the room and Cllr Shortman took over as Chair for this next item

- (d) **To approve a licence and rent for the tennis court for the next five years**  
**Resolved** to increase the rent to £55 per annum and approve a licence for the next five years.  
The Clerk will inform the Tennis Club accordingly.

Cllr Mier resumed as Chair

- (e) **To receive an update on Knowle Wood volunteer's risk assessment and insurance**  
The Clerk reported on her meeting with the volunteers on 17<sup>th</sup> April 2018. A risk assessment is booked for Tuesday 1<sup>st</sup> May 2018. The Clerk has also contacted the Parish Council's insurance provider – Zurich and clarified that the volunteers are covered by the insurance.

#### **18072 Lower Waites Lane Incident Report**

- (a) **To receive a monthly report on LWL incidents from Cllr Horsley**  
Cllr Horsley reported no incidents this month. A poster has been produced to confirm what action should be taken by residents when an incident occurs. This will be displayed around the village, on the website and on noticeboards.

#### **18073 Highways**

- (a) **To receive a monthly report from Cllr Jones**  
The ESCC's Highway stewards have carried out their monthly survey of the roads and filled some of the potholes.  
Waites Lane has been resurfaced again but white lines have not been painted yet.  
Bonito, Commanders Walk hedge was still overgrowing the verge. The Clerk wrote to ESCC Highways chasing this issue but will try again to get this resolved.  
It was also reported that water was escaping from two manhole covers near Pine Ridge before Martineau Road. These were thought to belong to BT or Southern Water. Cllrs will investigate.
- (b) **To consider applying for a licence for a bollard(s) at junction of Smugglers Way and Bramble Way**  
Cllr Leadbetter suggested that this should be included with any works to be carried out by the developer to make good after construction rather than the Parish Council.  
**Resolved** to discuss with the developer in the future.
- (c) **Dog waste bin**  
The Clerk had now located a contractor and would explore what is required from ESCC to give permission for a licence. Also, Mr Sams, the landowner would be contacted if possible to ascertain whether the bin could be located on his land rather than the Highways verge.

#### **18074 ESCC Libraries Strategic Commissioning Strategy**

- (a) **To receive an update on progress with volunteer group etc**  
The Clerk has registered an interest in a village library project with ESCC. A volunteer group have been formed and are proposing to use a room in the Post Office.  
The mobile library service has ceased today and the librarian was presented with flowers from the Fairlight Residents Association.

#### **18075 General Data Protection Regulations**

- (a) **To receive updates from the Parish Clerk**  
The Clerk updated the Parish Council on the current situation. The Local Council Public Advisory Service have been appointed as Data Protection Officer and will provide templates of policies etc. Councillors and the Clerk will need to identify all data held, whose, where, and why.  
The data retention policy will have to be enforced to clear computers and paper copies. New email addresses will be created for the Councillors and an additional central archive email for the Clerk, enabling emails to be stored and recovered once a councillor has left the council. Personal email accounts should not be used as these are usually shared and do not meet the GDPR. Any emails that Councillors wish to retain should be forwarded to their new accounts. New policies will be created to cover GDPR and submitted to the May meeting.

**18076 Parish Assembly – 18<sup>th</sup> May at 6pm**

**(a) To receive updates from the Parish Clerk**

Posters have been displayed around the village and on the website in respect of the Parish Assembly and the John Lutman Award. Local clubs and organisations have been contacted inviting them to publicise their organisation. Applications have been received for the John Lutman award.

**18077 Correspondence**

All correspondence has been circulated to the Councillors prior to the meeting and was available to the Public at the meeting.

**18078 Information and/or Future Agenda Items**

**For information**

- (a) Hasting Country Park Heritage Project – drop in sessions in Fairlight and Ore
- (b) The Cinque Port 100 26<sup>th</sup> – 28<sup>th</sup> May – Long distance walkers through Fairlight
- (c) Christian Aid Week - 13<sup>th</sup> – 19<sup>th</sup> May – House to house collection
- (d) National Rural Crime Survey 2018 – public survey
- (e) Councillor training – potential bespoke training offered by Battle Town Council with SSALC

Councillors and the Public were informed of these events.

**Future agenda items**

The next meeting will be the Annual Parish Council Meeting on 22<sup>nd</sup> May which includes election of Chair and Vice Chair, Year-end accounts, Policies and procedures including Standing Orders and Financial Regulations and General Data Protection Regulations.

Cllr Mier stated that he would be stepping down as Chair but remaining a councillor at this meeting.

**18079 Close of Meeting**

**18080 Date of next meeting Tuesday 22<sup>nd</sup> May 2018 – 7.00 pm at Fairlight Village Hall**

**18081 Open Forum**

Geoff Smith requested that a formal response be sent to ESCC in respect of the waste disposal consultation reiterating costs of disposal of certain items and fly tipping issues. Cllr Mier stated that the Parish Council had resolved at the March Parish Council meeting not to respond but leave it to the individuals if they wished.

Keith Jellicoe reported that the Wakehams Farm developers had booked the Village Hall on Wednesday 16<sup>th</sup> May for a public meeting. The resident informed the meeting that the East Field Action Group would be circulating the date of the developers meeting.

The resident also commented on the Neighbourhood Plan questionnaire question in respect of “was development required?” They felt this was a loaded question. Cllr Leadbetter stated that the questionnaire gave clear answers of requirements. Finally, would questionnaires or a drop in be provided by the Parish Council?

Cllr Leadbetter commented that if the Wakehams Farm process follows that of the Market Garden site then the developers will ask questions and then apply for planning permission.

John Pulfer informed the Parish Council that he has written to 26 residents of Channel Way in respect of the reinstatement of the coastal footpath. The response appeared to be positive to reinstate the footpath from those who had replied. He would also like to thank the Parish Council on behalf of the Pett Level Independent Rescue Boat for the grant they approved.

**Schedule of Payments and Receipts for April 2018**

<b>PAYMENTS</b>	<b>Date</b>	<b>Payee</b>	<b>Gross</b>	<b>Net</b>	<b>VAT</b>	<b>Details</b>
<b>DIRECT DEBITS</b>						
Direct debit	02/04/2018	EE	21.31	17.76	3.55	April inv V01475228052
<b>CHEQUES</b>						
<b>Cheque no</b>						
2007	24/04/2018	Pauline Collins	xxx	xxx	xxx	April Salary
2008	24/04/2018	Pauline Collins	xxx	xxx	xxx	April Mileage claim
2008	24/04/2018	Pauline Collins	xxx	xxx	xxx	April Expenses
2009	24/04/2018	Val King	xxx	xxx	xxx	April Salary
2010	24/04/2018	Tanya Robertson	30.00	30.00	0.00	Bus shelters April
2011	24/04/2018	Activate Fairlight Youth Centre	300.00	300.00	0.00	Grant 2018/19
2012	24/04/2018	Activate Fairlight Youth Centre	200.00	200.00	0.00	Grant 2018/19
2013	24/04/2018	Fairfest	250.00	250.00	0.00	Grant 2018/19
2014	24/04/2018	Fairlight Village Playgroup	1000.00	1000.00	0.00	Grant 2018/19
2015	24/04/2018	Fairlight Village Hall	1000.00	1000.00	0.00	Grant 2018/19
2016	24/04/2018	Fairlight Open Gardens	250.00	250.00	0.00	Grant 2018/19
2017	24/04/2018	Marsham Older People's Project	1700.00	1700.00	0.00	Grant 2018/19
2018	24/04/2018	Pett Level Ind Rescue Boat Ass	250.00	250.00	0.00	Grant 2018/19
2019	24/04/2018	PCC St Andrews Church	1800.00	1800.00	0.00	Grant 2018/19
2020	24/04/2018	J C W O'Reilly Fairlight Community Website	125.02	125.02	0.00	Grant 2018/19
2021	24/04/2018	Victim Support	50.00	50.00	0.00	Donations 2018/19
2022	24/04/2018	ESALC Limited	564.93	564.93	0.00	ESALC & NALC subscriptions Inv no 519
2023	24/04/2018	Autela Group Limited	61.44	51.20	10.24	Payroll Services Jan - March 2018 Inv no 13192
2024	24/04/2018	Local Council Public Advisory Ser	150.00	150.00	0.00	DPO Inv no 1444

**CORRESPONDENCE RECEIVED**

SSALC – National Rural Crime Survey 2018  
 SSALC – Councillor Training Event  
 Christian Aid Week – 13 – 19 May 2018 door to door collection envelopes  
 Fairlight Bowls club – Golden Anniversary event  
 The Cinque Ports 100 May 26-28 Long Distance Walkers  
 Hastings Borough Council – Invisible fencing  
 Hidden Hastings Heritage – Drop in Sessions  
 Fairlight Community Library – Minutes, Agreement and Constitution  
 ESCC Highways – Customer Service Manager Areas – update  
 NALC Chief Executive Bulletin 14  
 Fairlight Hall Riding for the Disabled – Grant request  
 RDC various committee minutes and agendas  
 RDC weekly planning notifications

**CORRESPONDENCE SENT**

Southern Water – Concerns in respect of water outage in March  
 Southern Water – Chasing action from Fairlight and Pett Level Waste and Surface Water  
 Management Meeting – 12<sup>th</sup> June 2017  
 ESCC Highways – Potholes, Waites Lane Twitten Drainage, Bonito verge clearance

**Planning Report for Fairlight Parish Council Meeting  
Tuesday 24<sup>th</sup> April 2018**

**1) Planning Applications**

**Planning report week 13**

**RR/2018/815/P**

**Red Tiles, Broadway, Fairlight TN35 4DA**

To erect a PCVU conservatory to the side of the property.

Parish Council comments:

- 1) The Parish Council has no objection to this application.
- 2) Any comments made by neighbours should be called into account.

**Planning report week 14**

Nothing for Fairlight

**Planning report week 15**

**RR/2018/978/P**

**31 Meadow Way, Stanat, Fairlight TN35 4BN**

Single storey rear extension and first floor rear extension. Dormer with Juliette balcony and front roof lights.

Parish Council comment:

- 1) application is for a very large rear extension including the creation of an upper storey.
- 2) The Parish Council, without objecting to the extension in principle, urges Rother to consider whether the extension will give rise to overlooking problems and whether the size, height and bulk of the extension will unreasonably harm the amenities of adjoining properties, contrary to policy OSS4 (ii) of Rother Local Plan Core Strategy.
- 3) It is noted that the proposals appear to include a large area of flat roof. This may not be visible from the road, but if it is then the upper extension may detract from the character and appearance of the locality, contrary to policy OSS4 (iii).

**RR/2018/902/P**

**The Anchorage, The Avenue, Fairlight TN35 4DE**

Variation of conditions 2 & 9 imposed on RR/2016/1081/P to allow an amended design of dwelling and use of materials to match recently constructed properties.

Parish Council comment:

1. This new application is to vary conditions imposed when the inspector allowed an earlier appeal.
2. The variation to conditions 2 and 9 is stated to be "Amended design of Dwelling (bungalow) and use of materials to match recently constructed properties."
3. The Parish Council has no objection to the revised design, but –
4. Wishes to see the proposed materials (brick and tiles) stated with greater particularity and preferably with photographs and, in the case of windows and doors, to see what materials are proposed.

**Planning report week 16**

Nothing for Fairlight

**2) Planning Decisions**

**RR/2018/729/P**

**7 Battery Hill, Deo Juvante, Fairlight TN35 4AP**

Proposed side and first floor extensions with new rear roof to form two storey dwelling.

Decision: Approved

**3) Planning Appeals**

None

Stephen Leadbetter  
Planning Committee Chairman  
18<sup>th</sup> April 2018