

FAIRLIGHT PARISH COUNCIL

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Clerk: Mrs Pauline Collins

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Minutes of Full Council Meeting held on Tuesday 26th June 2018 at Fairlight Village Hall at 7.00 pm

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

18106 Apologies for absence: None

18107 Code of Conduct and Disclosure of Interests

- (a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda**
Cllr Mier declared an interest in item 12(c) – member of Fairlight Players who rent the garage

18108 Public Questions

A resident referred to item 14(b) Removal of Telephone Kiosks They provide past information and had requested the agenda item.

18109 County and District Councillors Reports

Cllr Saint reported on how Rother District Council's monies are spent and cited a recent licensing meeting which had revoked the licence of a restaurant potentially costing Rother District Council £10,000 in staff and outside professionals time which cannot be claimed of the restaurant owner.

Cllr Saint informed the meeting that on Friday 29th June 2018 he will be meeting with Southern Water, Ms Amber Rudd MP and the Environment Agency to discuss Fairlight's drainage issues.

Cllr Bird commented that Sustran had proposed a cycle route along Stream Lane

18110 Election of Vice Chair for the ensuing municipal year

Cllr Mier was nominated and voted in as Vice-Chair. He will not be seeking to become Chair in the future.

18111 Minutes of Meeting held on Tuesday 22nd May 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.

18112 Matters Arising from the Minutes not otherwise on the Agenda: None

18113 Financial Matters

- (a) To retrospectively approve extra hours for the Clerk to conclude GDPR work, to attend and minute Planning Committee and to attend training courses in June**

Resolved to pay the Clerk the extra hours for June

- (b) To retrospectively approve fees for training courses for Clerk and Chair - £240 (Clerk's development course and Chairs Networking Day)**

Resolved to approve fees for training courses

- (c) To consider and approve the attached schedule of payments and receipts.**

Resolved to approve the schedule of payments and receipts for June 2018

- (d) To consider the monthly statement of budget against income and expenditure, and the bank reconciliation.**

The Clerk reported on the budget up to the end of June and the bank reconciliations for April and May 2018 were signed.

Resolved that the Chair, Vice Chair and the Clerk meet to discuss the current budget and budget for 2019/20 and report back to a future meeting.

18114 Staffing Matters

- (a) To approve the permanent appointment of Clerk at the end of the 6 months probationary period – 22nd July 2018**

Resolved to confirm the Clerk's appointment as permanent on 22nd July 2018

- (b) To approve an increase of the Clerk's salary from pt 23 to pt 25 with effect from 22nd July 2018**

Resolved to approve the increase in the Clerk's salary from pt 23 to pt 25 with effect from 22nd July 2018

18115 Policies and Practices

(a) To discuss adopting the Policies and Practices for GDPR (see attached list)

Resolved to defer this item. The Chair, Vice Chair and Clerk would meet to discuss the new policies and report back to a future meeting

18116 Planning

(a) To receive the monthly report from Cllr Leadbetter (attached)

Cllr Leadbetter presented a report and highlighted any issues. The Parish Council have written to Rother DC in respect of The Cove outlining their concerns about disabled facilities and surface water drainage.

(b) To receive an update on the progress of Wakehams Farm

Applications have not been submitted to Rother District Council yet. The Planning Committee propose to compile a list of activities required for the anticipated application. Cllr Leadbetter will contact the planning consultant to assist.

(c) To receive an update on the progress of Country Park Visitors Centre

Haydon Luke reported that no work has been carried out on site. The Centre would continue to be built of straw due to the funding being received from the EU stating this condition. A traditional build would not attract the same funding but may have been easier to build.

18117 Land Management

(a) To receive the monthly report from Cllr King (verbal)

The playground equipment has been repainted. The grass cutting appears to be carried out slightly better. Cllr Horsley commented that the area near the tennis court requires more attention to prevent it becoming overgrown. The Clerk requested that the noticeboards by Waites Lane bus shelter and the Post Office needed repairing. Cllr King would contact the contractor.

(b) To receive quotes for resurfacing entrance to Wood Field

A quote had been received. The Clerk was requested to acquire another two quotes.

Cllr Annetts requested that it be noted that any damage to vehicles entering the field on Fairfest day would be the liability of the parish council.

(c) To receive a status report for the garage on Wood Field

Cllr Mier left the room for this item. Conflicting reports were received from two local builders. One condemned the garage and one stated that the concrete slabs were in good order and the metal struts were fine. Quotes were received to remove the garage and also to repair the roof. Cllr King reported that the garage only required the roof to be repaired and overhanging tree branches to be cut back.

Resolved to accept the quote to replace three roofing sheets

18118 Lower Waites Lane Incident report

(a) To receive a monthly report of LWL incidents from Cllr Horsley (verbal)

Cllr Horsley reported one incident but this had not been reported to Southern Water or the Environment Agency. Cllr Saint had visited a resident in Stream Lane to collect historic data.

Cllr Horsley had been contacted in respect of the presence of a number of rats in Lower Waites Lane

Resolved the Clerk would write to Rother DC to make them aware of this issue.

(b) To discuss Southern Water's response re Water Management Meeting

Councillors were unaware of the leaflet drop mentioned by Southern Water. The Council were aware of the jetting of the sewers but problems had been low due to the lack of rainfall recently.

Cllr Saint reiterated that he will be attending a meeting with Southern Water, Amber Rudd and the Environment Agency on Friday 29th June to discuss Marsham and Fairlight issues and would feedback to a future meeting.

(c) To discuss proposed testing of the stream

Cllr Gallagher withdrew the request to have the stream tested for livestock contamination. However, she would like it to be noted that due to the invisible fencing that has been installed at the eastern side of Fairlight Country Park, the public should take precautions when the cattle are on those fields, by washing their hands if they come into contact with the cow dung. If precautions are not taken conditions such as Ecoli 0157, ringworm and salmonella could be contracted.

18119 Highways

(a) To receive a monthly report from Cllr Jones (verbal)

Cllr Jones reported that there were still several unfilled potholes towards Hastings along Battery Hill. The general condition of the roads and verges has raised concern. ESCC did not have the available funding to fill all the potholes due to budget cuts.

Cllr Mier reported that a sink hole had appeared in Shepherds Way. Highways have been notified and barriers have been erected around it.

(b) To discuss removal of disused telephone kiosks

A resident requested that the disused telephone kiosks on Pett Level Road/Waites Lane and Battery/Coastguards Lane be removed. The equipment had been taken out several years ago and the kiosks were becoming overgrown and a potential target for vandalism.

Resolved the Clerk write to BT to request remove of the kiosks.

18120 ESCC Libraries Strategic Commissioning Strategy

(a) To receive an update report on progress with volunteer group etc

The Community Library was officially opened by Cllr Shortman on 19th June 2018. ESCC have provided the first batch of books which will be refreshed regularly. The library will be run by a group of volunteers and will be open two afternoons a week.

Resolved the Clerk to write to the Community Library group in respect of opening and achievements

18121 Cold Caller Stickers

(a) To discuss distribution of stickers

Resolved the Clerk to contact the emergency street wardens to consider distribution in their area

18122 Compensation Payments from Southern Water

(a) To discuss compensation payments from Southern Water

Due to the water outage on 6th March 2018 residents were entitled to compensation. This however has varied in amounts received and when or if it has been received. The Parish Council have no means of checking what or who has been paid, it is up to the individual resident to ensure they have received this compensation.

Resolved the Clerk would write to Southern Water and Ofwat making them aware of the situation.

18123 General Data Protection Regulations

(a) To receive updates from Parish Clerk

The Clerk reported on the progress to date of policies and procedures. New email accounts have been set up for all the councillors to use solely for Parish Council emails and a list is available.

18124 Correspondence (see attached list)

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

18125 Information and/or Future Agenda Items

- (a) Tenders for verge cutting 2019 – to include private contractor and ESCC contract
- (b) Tenders for next phase of Knowle Wood tree cutting
- (c) Councillor refresher training – Planning updates etc
- (d) Review of current year's budget
- (e) Review of risk assessments
- (f) ESCC road gritting routes
- (g) New Community Clubhouse – Wood Field
- (h) GDPR policies and procedures
- (i) Wildlife Verge – The Broadway

18126 Close of meeting at 8.30 pm

18127 Date of next meeting – Tuesday 24th July 2018 – 7.00 pm at Fairlight Village Hall

18128 Open Forum

(a) Southern Water

Residents needed to telephone Southern Water to check the compensation had been paid or is due. Cheques were sent to some residents but direct debit refunds to others. Each resident should have received £25 but this varied.

(b) Open Gardens Weekend

The open gardens event made £4410.10 which will be donated to MOPPS. The Parish Council would like to thank residents for their hard work on the gardens and providing teas, cakes and pimmis to visitors.

(c) MOPPS

The Parish Council would like praise the work done by MOPPS providing social events such as cream teas and a weekly meeting. It provides a social meeting place and aids the well being of all who attend.

Signed _____
(Chair)

Date _____

Schedule of payments and receipts – June 2018

PAYMENTS	Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
Direct debit	02/06/2018	EE	21.31	17.76	3.55	June charges inv V01498013708
CHEQUES						
Cheque no						
2038	26/06/2018	Pauline Collins	****	****	****	June Salary
2039	26/06/2018	Pauline Collins	****	****	****	June Mileage claim
2040	26/06/2018	Pauline Collins	****	****	****	May Expenses
			****	****	****	Recorded delivery postage for accounts
			****	****	****	Computer maintenance DD for Currys (3 of 10)
2041	26/06/2018	Val King	****	****	****	June Salary
2042	26/06/2018	Tanya Robertson	30.00	30.00	0.00	Bus shelters June
2043	26/06/2018	HMRC	752.39	752.39	0.00	Tax and NI Qtr 1 April - June 2018
2044	26/06/2018	AB Fire & Security	49.39	41.16	8.23	CCTV maintenance Inv no 327737
2045	26/06/2018	Viking	82.12	70.75	11.37	Stationery Inv no 405287
2046	26/06/2018	SSALC Limited	144.00	120.00	24.00	Clerks Training inv no 12066
2047	26/06/2018	Mr G Fifield	262.50	262.50	0.00	GRF consultancy inv 01/06/18
2048	26/06/2018	Autela Group Limited	80.40	67.00	13.40	Payroll Services Qtr 1 Apr - Jun inv no 13804
2049	26/06/2018	Rother District Council	1160.64	967.20	193.44	Contract to empty dog bins 01/04/18 - 31/03/19 Inv 85200699
2050	26/06/2018	East Sussex County Council	84.00	84.00	0.00	Cold Caller Stickers Inv no TS0108
2051	26/06/2018	Fairlight Community Library	200.00	200.00	0.00	Grant application 2018/19
2052	26/06/2018	Mr G Smith	355.00	355.00	0.00	Wood Field Play Swings rust proof and paint
		TOTAL	4538.86	4284.87	253.99	

List of GDPR policies to be adopted

Data Protection Policy
 Information Protection Policy
 Contact Privacy Statement
 Contact Consent Form
 New Councillor Privacy Statement
 CCTV Policy
 Removable Media Policy
 General Data Protection Awareness Checklist
 Email Disclaimer

**Planning Report for Fairlight Parish Council Meeting
Tuesday 26th June 2018**

1) Planning Applications

Planning report weeks 21 and 22

Nothing for Fairlight

Planning report week 23

RR/2018/1412/P The Anchorage & Carley Cottage - Land to Rear of, The Avenue, Fairlight TN35 4DE

Erection of bungalow - alteration of design from approved bungalow and correction of site boundaries.

Parish Council comments:

- 1) Fairlight Parish Council notes the application
- 2) Any comments made by neighbours should be taken into account

RR/2018/1461/P The Cove, 53 Waites Lane, Fairlight TN35 4AX

Internal alterations, two storey extensions and recladding of building.

Parish Council comments:

Fairlight Parish Council is strongly supportive of the granting of planning permission for the following reasons:

- 1) Policy RA1 on Villages para iii commits to ensuring thriving and viable rural communities by retention of, and support for, local shops, services and public houses in villages – this application falls within this category.
- 2) Policy CO5: Supporting Older People para iv supports developments which will increase older peoples' engagement in community life. The 2011 census showed that Fairlight had 42.6% of its population aged over 65 compared to 28.4% for Rother and 16% nationally. This development would give those who wish to do so the opportunity to socialise. This would be accessible daily as opposed to clubs and societies which only meet monthly or weekly.
- 3) Policy EC6 Tourism Activities and Facilities Para v encourages the supply of quality serviced and self-catering accommodation – The provision of six letting rooms would help provide additional accommodation in a rural coastal area which is popular with tourists.
- 4) There is a strong desire in the local community for The Cove to reopen to provide a facility which has been missing for almost 2 years.
- 5) It would provide employment opportunities for chefs, bar and waiting staff and staff to clean and service the letting rooms.
- 6) The relationship between The Cove and the nearby properties, Rose Cottage and 59 Waites Lane appears to be satisfactory, but planners should consider whether any of the flank windows need to be obscured to prevent overlooking.
- 7) Comments made by neighbours should be taken into account.

Parish Councillors did however ask for it to be clarified that there will be sufficient disabled access to the front entrance, first floor function rooms and B&B rooms. Also, that there will be disabled toilet facilities.

In addition, it is recommended that there is an adequate drainage survey carried out and a plan suitably approved prior to construction of the new build. Surface water where possible should be run-off into the main drainage system.

Planning report week 24

RR/2018/1548/P 16 The Close - land adj, Fairlight TN35 4AQ

Outline: Erection of detached bungalow.

Parish Council comments: Not yet considered by Planning Committee.

Planning report week 25

RR/2018/1499/P Oakdene, Clinton Way, Fairlight TN35 4DL

Erection of dwelling to the southern garden area of Oakdene.

Parish Council comments: Not yet considered by Planning Committee

RR/2018/1234/P 83 Battery Hill, April Cottage, Fairlight TN35 4AL

Temporary accommodation in an existing shed whilst new dwelling is built. (Retrospective)

Parish Council comments: Not yet considered by Planning Committee

2) Planning Decisions

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.

Decision: Refused – It would be unattractive and incongruous and detract from the appearance and character of the location. It would have a detrimental impact on the amenity of adjoining properties.

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.

Application withdrawn.

RR/2017/2706/P The Lyndons, Warren Road, Fairlight TN35 4AG

Demolition of existing dwelling and construction of a replacement four-bedroom dwelling house.

Decision: Approved subject to conditions which include the following (my summary)

- a) No development shall commence until a scheme for the provision of surface water drainage has been submitted to and approved in writing by the local planning authority and the dwelling shall not be occupied until the drainage works to serve the development have been provided in accordance with the approved details.
- b) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015, (or any order revoking or re-enacting this Order with or without modification), no alterations etc to the roof of the dwelling house, other alterations to the roof of the dwelling house, installation of chimneys, flues etc on a dwelling house shall be carried out on the site otherwise than in accordance with a planning permission granted by the local planning authority.
- c) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015, (or any order revoking or re-enacting this Order with or without modification), no additional hardstanding areas shall be created on site other than that hereby approved, as defined within class F of Part 1 of the Schedule 2 of the order otherwise than in accordance with a planning permission granted by the local planning authority.
- d) No development shall take place on any part of the site until a definitive scheme detailing the hard landscaping, soft landscaping and boundary treatment for the site has been submitted to and approved in writing by the local planning authority and these works shall be carried out as approved. This shall include the area of land forward of the new dwelling and beyond the existing access track. During the entire period of construction, the access track serving the site and surrounding properties shall remain clear of construction traffic, materials and parking of vehicles to maintain the free flow and unobstructed access of the road for all users.
- e) At the time of construction of the development hereby permitted, and prior to the first occupation of the dwelling, all of the glazing on the front elevation of the building shall be fitted with non-reflective glazing and thereafter retained in that condition

Notes

- 1. The applicant is reminded that liability for damages caused to adjoining land fall with the land owner.
- 2. The landowner and/or developer should take all relevant precautions to minimise the potential for disturbance to adjoining occupiers from noise etc. during the construction period and carry out construction works in a responsible manner. This should include not working outside the hours of 8am to 6pm Monday to Friday, 8am to 1pm on Saturdays, and no such work should take place on Sundays or Bank Holidays.

RR/2018/1054/T 33 Knowle Road, Fairlight TN35 4AT

T1 Alder, T2 Silver Birch, T3 Birch, T4 Alder Birch, T6 Chestnut, T7 Ash, T8 Ash, T9 Silver Birch, T10 Chestnut, T11 Ash all coppiced at ground level.

Decision: No objection

RR/2018/119/P Draycott, Primrose Hill, Fairlight TN35 4DN

Replacement and enlargement of existing white PVCU conservatory.

Decision: Approved

RR/2018/892/P The Ark, Sea Road, Fairlight TN35 4DR

Erection of new residential dwelling

Application withdrawn

Stephen Leadbetter
Planning Committee Chairman
19th June 2018

CORRESPONDENCE RECEIVED	CORRESPONDENCE SENT
England Coast Path – Eastbourne to Camber – Fairlight Parish Section	Battle Town Council – Booking Councillor Briefing and Awareness Training
Woodland Trust – Tree pack approval	MOPPS – Payment of John Lutman charity award
Invisible Fence – Hastings Country Park	Mr G Fifield – Planning consultant contract letter
Rother DC – Purchase Orders	GS Services – Acceptance of estimate for playground painting
Southern Water - Waste and Surface Water Management Meeting	Resident – re Wildlife Verge
Resident – BT Telephone Kiosks removal	Rother DC – Mountain Field Proposed Lease
	Environment Agency – Data relating to CSOs
	Rother District Council – Planning Comments – The Cove, 53 Waites Lane

