

FAIRLIGHT PARISH COUNCIL

Website: www.fairlight.org.uk

Clerk: Mrs Pauline Collins

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Minutes of Full Council Meeting held on Tuesday 24th July 2018 at Fairlight Village Hall at 7.00 pm

Present: Mrs J Annetts, Mrs C Gallagher, 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

18129 Apologies for absence: Cllr Derek Greenup

18130 Code of Conduct and Disclosure of Interests
To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda
There were no disclosures of interest.

18131 Public Questions
A resident referred to item 10(b) Land Management requesting whether the quotations included removing the grass in the centre of the road. They also enquired whether a reply had been sent to a query relating to item 13 Speedwatch.

18132 County and District Councillors Reports
Cllr Bird reported that the NE Bexhill Link Road development was to include office units, a hotel and conference centre and start up units in addition to houses. He also stated that both Sedlescombe and Robertsbridge Parish Councils now has neighbourhood plans. Cllr Saint had nothing extra to report.

18133 Minutes of Meeting held on Tuesday 26th June 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.

18134 Matters Arising from the Minutes not otherwise on the Agenda: None

18135 Financial Matters

- (a) **To retrospectively approve extra hours for the Clerk to conclude GDPR work, to attend and minute Planning committee and other meetings. Also, to undertake training courses in July.**
Resolved to pay the Clerk the extra hours for July.
- (b) **To retrospectively approve repairs to Waites lane noticeboard and bus shelter - £225**
Resolved to approve the repairs to Waites lane noticeboard and bus shelter
- (c) **To retrospectively approve the estimate to cut back tree in Wood Field (P J Turner) - £100**
Resolved to approve the estimate to cut back tree in Wood Field (P J Turner)
- (d) **To consider and approve the attached schedule of payments and receipts.**
Resolved to approve the schedule of payments and receipts for July 2018
- (e) **To consider monthly budget and sign the monthly bank reconciliation.**
The Clerk reported on the budget up to the end of July and the bank reconciliations for June 2018 were signed. The Chair, Vice Chair and the Clerk still needed to meet and discuss the current budget and budget for 2019/20 and report back to a future meeting.

18136 Policies and Practices

- (a) **To discuss adopting the Policies and Practices for GDPR (see attached list)**
Resolved to adopt the new GDPR policies and practices and post on village website.

18137 Planning

- (a) **To receive the monthly report from Cllr Leadbetter (attached)**
Cllr Leadbetter presented a report and highlighted any issues.
- (b) **To receive an update on the progress of Wakehams Farm**
Cllr Leadbetter reported on the meeting with Wellbeck and Strutt and Parker on 10th July 2018. The amount of properties has been reduced to 150 units, more bungalows to be built and a potential supermarket.

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- (c) **To receive an update on the progress of Country Park Visitors Centre**
Hayden Luke informed the meeting that the Visitors Centre still had no start date. The area is being cleared of overgrown vegetation. Three cattle water troughs are to be installed in week commencing 23rd July 2018.

18138 Land Management

- (a) **To receive the monthly report from Cllr King (verbal)**
The Wood Field garage roof will be repaired after Fairfest. The tree overhanging a property in Meadow Way from Wood Field will be cut back and the branches left in the field. The small gate on the children's play has been repaired. Cllr King has cut back some of the brambles around Wood Field ready for Fairfest. Vandals had thrown the cricket club's nets into the undergrowth. These have been recovered. The security gate to Wood Field had been left open overnight. The clubs who use the field have been asked to take more care. Residents have commented on the new steps into Knowle Wood from Woodland Way and the requirement of a hand rail.
Resolved the Clerk would contact ESCC to explore the possibility of installation of a hand rail
- (b) **To receive quotes for resurfacing the entrance to Wood Field**
Two quotes have been received.
Resolved that Cllr King would try to obtain a third.
- (c) **To discuss specification for grass cutting tender for 2019 onwards**
Resolved that a meeting be held between Cllrs Shortman, Mier, King and the Clerk to decide on the specification for the tender process
- (d) **To discuss specification for phase 2 tree cutting tender for Knowle Wood**
Resolved the Clerk should seek tenders for phase 2 of the tree cutting
- (e) **To discuss wildlife verge – The Broadway and potential adoption**
Resolved to check with the Gardening Club if they would adopt the verge. Also, to check with ESCC Highways to see if the designation needs to be retained.

18139 Lower Waites Lane Incident report

- (a) **To receive a monthly report of LWL incidents from Cllr Horsley (verbal)**
Cllr Horsley reported no incidents.
- (b) **To receive feedback from District Council meeting with Southern Water - 29th June 2018**
Cllr Saint and Cllr Bird feedback from the meeting with Southern Water, the Environment Agency and Ms Amber Rudd. Several issues were raised – what is classed as a spillage, spillage rates from 2011-18, sewers capacity, etc. All concerns needed to be raised with Southern Water prior to the current price review because these would not be included or dealt with until the next review.

18140 Highways

- (a) **To receive a monthly report from Cllr Jones (verbal)**
Cllr Jones commented on the potholes in the road to Hastings. Also, remarked on the use of a double decker bus on route 101.
- (b) **To receive update on removal of disused telephone kiosks**
The Clerk stated that British Telecom would be removing the kiosks by early 2019.
Resolved the Clerk to write to Rother DC to try and advance the removal of the kiosks.

18141 Speedwatch

- (a) **To discuss continuation of the scheme and replacement of co-ordinator**
Fairlight, Pett and Guestling all wished to continue with Speedwatch.
Resolved the Clerk to advertise for a new volunteer co-ordinator.

18142 Hastings Town Centre and Bohemia Area Action Plan Consultation

- (a) **To decide if a response is required to 12- week consultation**
Parish councillors thought it not necessary to respond to this consultation but individuals may wish to.

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18143 Community Services

To consider to take up the following: -

- (a) **1066 Community Coffee and Information Project**
Resolved to send this information to MOPPS
- (b) **Free NHS Health Checks for your community**
This service is available through individuals GPs
Resolved the Clerk to obtain further information

18144 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

18145 Information and/or Future Agenda Items

- (a) Tenders for verge cutting 2019 – to include private contractor and ESCC contract
To be reported to a future meeting once received.
- (b) Tenders for next phase of Knowle Wood tree cutting
To be reported to a future meeting once received.
- (c) Councillor refresher training – Planning updates etc
Councillors asked to consider what training maybe required
- (d) Review of current year's budget
A meeting to be arranged and feed back to a forthcoming meeting
- (e) Review of risk assessments
To be identified and reviewed
- (f) ESCC road gritting routes
To ensure route to Wood Field included
- (g) New Community Clubhouse – Wood Field
To be discussed at next meeting

18146 Close of meeting at 8.20 p.m.

18147 Date of next meeting – Tuesday 28th August – 7.00 pm at Fairlight Village Hall

18148 Open Forum

- (a) **101 Bus Service**
It was felt that this was a necessary service and a double decker was required. Overhanging branches used to be cut back easing access but this has not been carried out recently.
- (b) **Wood Field Entrance**
It was suggested that volunteers be used if available to re-grit the entrance
- (c) **Wakehams Farm Development**
Issues were raised in respect of the sewers, numbers of units and new plans
- (d) **Hedges, gulleys and BT cover**
The BT cover in Waites Lane still requires attention. Overgrown hedges and potholes etc are being reported to the Clerk which is not necessary. The Clerk stated that residents can report hedges, potholes etc using East Sussex County Council's website on www.eastsussexhighways.com/report-a-problem or fix my street website on www.fixmystreet.com. Reporting any issues directly will have the same impact as the Parish Council reporting it. Also, the resident will receive a report number which can be used to follow the progress of the problem on-line.

A resident congratulated the Parish Council on the success of the open forum

Signed _____

(Chair)

Date _____

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Schedule of payments and receipts for July 2018

PAYMENTS	Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
Direct debit	02/07/2018	EE	21.31	17.76	3.55	July charges inv V0150907349
CHEQUES						
Cheque no						
2053	24/07/2018	Pauline Collins	***	***	***	July Salary
2054	24/07/2018	Pauline Collins	***	***	***	June Mileage claim
2055	24/07/2018	Pauline Collins	***	***	***	June/July Expenses
			***	***	***	Car parking ticket
			***	***	***	Top Flight Supplies - JL Shield engraving
			***	***	***	Currys - Computer maintenance July 2018 (4)
			***	***	***	Stinkyink.com - print cartridges Inv no 908457
2056	24/07/2018	Val King	***	***	***	July Salary
2057	24/07/2018	Tanya Robertson	30.00	30.00	0.00	Bus shelters July
2058	24/07/2018	AB Fire & Security	49.39	41.16	8.23	CCTV maintenance Inv no 328308
2059	24/07/2018	Viking	83.58	69.65	13.93	Stationery Inv no 532602
2059	24/07/2018	Viking	34.54	28.78	5.76	Stationery Inv no 553660
2059	24/07/2018	Viking	-34.54	-28.78	-5.76	Stationery Credit note no 566776
2060	24/07/2018	SSALC Limited	96.00	80.00	16.00	Chair Networking day Inv no 12161
2061	24/07/2018	SSALC Limited	72.00	60.00	12.00	Year End Course Inv no 11718
2062	24/07/2018	Fairlight Village Hall	143.00	143.00	0.00	Hall hire April - June 2018
2063	24/07/2018	IA Roberts Garden & Prop Maint	110.00	110.00	0.00	Clearing nr Tennis Courts Inv 05/07/18
2064	24/07/2018	D Shortman	31.20	31.20	0.00	July Mileage claim
2065	24/07/18	G S Services	224.80	224.80	0.00	Repairs to n/board & bus shelter
		TOTAL	2358.80	2279.91	78.89	

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
 General Data Protection Awareness Checklist
 Email Disclaimer

CORRESPONDENCE RECEIVED	CORRESPONDENCE SENT
1066 Community Coffee Information Project	Southern Water – Compensation Payments
Invitation for Free NHS Health Checks for your community	OFWAT – Southern Water Compensation Payments
The Hastings Town Centre and Bohemia Area Action Plan – Regulation 18 Consultation	British Telecom – Removal of Obsolete Telephone Boxes
Riding for the Disabled – Thank you letter	Fairlight Builders – Acceptance of Estimate for Garage Roof Repairs
Removal of obsolete payphone kiosks	Environmental Health Service – Rat in Lower Waites Lane
Southern Water response to compensation payments letter	Fairlight Community Library – Opening Congratulations
	Fairlight Open Gardens 2018 – Congratulations
	GS Services – Acceptance of Estimate for Notice Board Repairs in Waites Lane
	Ms A Rudd MP – Wakehams Farm Development
	Head of Planning RDC – Wakehams Farm Development

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Planning Report for Fairlight Parish Council Meeting

Tuesday 24th July 2018

1) Planning Applications

Planning report week 26

Nothing for Fairlight

Planning report week 27

RR/2018/1713/P

Kettlenets, Gorsethorn Way, Fairlight TN35 4BQ

Proposed loft conversion including dormer extension forming additional bedroom and bathroom accommodation.

Parish Council comments:

- 1) Fairlight Parish Council has no objection to this application in principle.
- 2) Any comments made by neighbours should be taken into account.

Planning report week 28

RR/2018/1715/P

School House, Coastguard Lane, Fairlight TN35 4AB

Rear extension & internal alteration.

Parish Council comments: Not yet considered by Parish Council

Planning report week 29

RR/2018/1795/P Nuthatch, Farley Way, Fairlight TN35 4AS

Proposed garage conversion, with glazed doors to front elevation. Single storey rear extension and velux roof windows to front.

Parish Council comments: Not yet considered by Parish Council

2) Planning Decisions

RR/2018/1141/P

Bolderwood, Smugglers Way, Fairlight TN35 4DG

Loft Conversion with roof lights to front and rear in altered roof. Single storey rear and side extensions. Front porch.

Decision: Approved

Stephen Leadbetter

Planning Committee Chairman

17th July 2018