

FAIRLIGHT PARISH COUNCIL

Website: www.fairlight.org.uk

Clerk: Mrs Pauline Collins

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Minutes of Full Council Meeting held on Tuesday 25th June 2019 at Fairlight Village Hall at 7.00 pm

Present: Councillors – Mr R Foster, Mr D Greenup, Ms I Horsley, Mr S Leadbetter, Mr D Richards, Mr D Shortman (Chair) Ms C Slack, Mr S Stewart. Also, Parish Clerk Mrs P Collins, Cllr R Bird and Cllr A Mier, District Councillors

19109 Apologies for absence

Apologies received from Cllr C Maynard, County Councillor

19110 Code of Conduct and Disclosure of Interests

None

19111 Public questions in respect of items on the agenda

Questions were asked about:-

Item 9(b) – why hasn't the drain been installed in Knowle Wood?

Item 9(g) – has a risk assessment been carried out and will signs be displayed?

Item 13(a) – how will parking on kerbs around the village be prevented?

Item 9(e) – how will bark chippings be delivered?

All questions answered in the appropriate agenda items.

19112 County and District Councillors reports

Cllr Mier informed the meeting that he now sits on the RDC Planning Committee and the Licensing Committee. A new waste contract has been awarded to Biffa, starting at the end of June. All recycling including glass should be placed in the green bin. The Community Infrastructure Levy applications have been advertised for local projects; parish councils can apply.

Cllr Bird had received a complaint from the Friends of Hastings Country Park. RDC DaSa document states no development on one side of Coastguards Lane but Hastings BC are considering the solar panel array to the other side. Cllr Leadbetter stated that at present Hastings BC were carrying out a feasibility study which will then go to public consultation. It was suggested that this item be placed on the next agenda of the Planning Committee.

19113 Minutes of meeting held on Tuesday 14th May 2019

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.

19114 Matters arising from the minutes not otherwise on the agenda – None

19115 Financial matters

(a) To retrospectively approve additional hours for the Clerk for training, new councillors' induction and additional meetings.

Resolved to approve and pay the additional hours

(b) To retrospectively approve expenditure on new councillors' training (inductions - £350, Chair - £70, planning - £140, GDPR - £70 Total £630)

Resolved to approve the expenditure on training.

(c) To retrospectively approve the appointment of Tony King as temporary caretaker of Wood Field to cover permanent caretaker's sick leave.

Resolved to appoint Tony King as temporary caretaker.

(d) To consider and approve the attached schedule of payments and receipts for June 2019.

Resolved to approve the schedule of payments and receipts for June 2019

(e) To consider monthly budget and sign the monthly bank reconciliation.

The Clerk reported on the budget and the bank reconciliation was signed.

- 19116 Planning**
- (a) To receive the monthly report from Cllr Leadbetter (attached)**
Cllr Leadbetter presented his report highlighting any issues. He also reported that he had written to RDC Planning Department in respect of the planning application for the Smuggler Public House in Pett. The application is from the present Guestling doctor to convert into a surgery. Cllr Leadbetter pointed out that this doctor had applied for the Wakehams Farm development surgery but would appear to have withdrawn his application. RDC planners should therefore consider whether there was now a need for a doctor's surgery on the Wakehams Farm site.
- (b) To receive an update on the progress of Country Park Visitors Centre (Haydon Luke)**
Haydon reported that footings and block work has commenced on the visitors centre. He also reiterated the concerns of the Friends of Hastings Country Park in respect of the solar array.
- 19117 Land Management**
- (a) To receive the monthly report (Cllrs Richards and Slack)**
Cllr Slack reported that Wood Field risk assessment to be carried out with the Clerk. Items on the play area risk assessment (medium risk) needed to be dealt with and would discuss with Clerk. Twitten from Meadow Way to Wood Field required cutting. The Clerk would contact the contractor. Signage around Wood Field needed replacing. The Clerk to order new signs. Parkhurst Cricket Club have been requested to tidy up their area. Cllr Slack was appointed Footpaths Officer.
Cllr Richards has identified several dangerous trees in Knowle Wood. He would mark them and the Clerk would obtain quotes.
- (b) To discuss the drainage in Knowle Wood (Cllr Richards)**
Cllr Richards requested that the drainage be moved from Knowle Wood along the footpath to Wood Field along- side the tennis court bank and towards the garage.
Resolved to move the drainage and obtain a new quote from I Pilcher. If new quote less than previous the Clerk has permission to engage the contractor.
- (c) To note the decision to prohibit the use of chainsaws in Knowle Wood by the volunteer group**
This item was noted and the volunteer group have been informed.
- (d) To approve quote for gate onto Wood Field from Meadow Way to provide disabled access (£100)**
Resolved to accept the quote.
- (e) To approve quote for bark chipping for Wood Field Children's Play Area (Parkers £105 or Stamco £59.99)**
Resolved to accept the quote from Stamco. Cllr Slack to arrange purchase and deliver. A small vehicle will be used by the supplier for ease of access.
- (f) To approve quote for demolition a removal of Wood Field garage**
Resolved to contract R & N Building Services to remove the garage
- (g) To grant permission for the Parkhurst Cricket Club centenary event on Wood Field on 13th July 2019**
Resolved to grant permission for this event subject to a risk assessment being completed
- (h) To consider the planting of a cherry tree on Wood Field near the Activate Hut (requested in memory of a past resident)**
Resolved to grant this request. The Clerk to identify a position on Wood Field for tree.
- 19118 Lower Waites Lane incident report and other water issues**
- (a) To receive a monthly report of LWL incidents and other water issues (Cllr Horsley)**
There has been rain but no floods in Lower Waites Lane. The removal of the tree roots has worked. There continues to be a leak on The Avenue and discussions are o-going with Southern Water.
- 19119 Community Hub (Faircomm.) Steering Group**
- (a) To receive an update from the last meeting - 13th June 2019 (Cllr Horsley)**
Fairlight Open Gardens was a success and raise approximately £3500. Cllr Horsley thanked the Fairlight History Group, Stonelynx Organics and the gardeners who opened their gardens. Future funding options are being considered including the next round of the Community Infrastructure Levy. Discussions have been held with a local architect on an advisor basis.
- 19120 Emergency Plan**
- (a) To receive an update (Cllr Stewart)**
Cllr Stewart reported that the Emergency Plan has been reviewed and outdated information removed.
It is proposed to post the plan on the village website, and around the village. One option is to post with council tax bills. Cllr Stewart proposed that the Street Wardens have a meeting to discuss their roles and the Council requirements. He also suggested to enhance the communications when an emergency occurs that a two-way radio system is purchased. He will obtain further information and quotes and report back to a future meeting.
- 19121 Parking in Fairlight**
- (a) To discuss parking issues around the village (Cllr Foster)**
Cars parking at the junction of LWL and Waites Lane is becoming dangerous. Vision for drivers exiting LWL or driving along Waites Lane is impaired. In addition, vehicles parking on Battery Hill outside the Post Office are causing concern when exiting Waites Lane.
Resolved to contact ESCC Highways steward for suggestions and issue polite notices re parking.

- 19122 Health and well-being hub**
(a) To discuss a proposed health and well-being hub provision (Cllr Horsley)
 Cllr Horsley raised the proposal for a health and well-being hub. This would be a café and advice afternoon, once a month. (Possibly on a Friday after MOPP). Rother Voluntary Action and other agencies would be given space. Local clubs could run the café and raise funds. An initial six months trial was recommended.
Resolved to run a hub and Cllr Horsley to continue work to initiate this project.
- 19123 Community Infrastructure Levy**
(a) To discuss and approve future spend of community infrastructure levy monies received (£3491.39 to date)
Resolved to discuss this funding at a future meeting.
(b) To consider projects for bidding application to Rother District Council for additional CIL monies
 An application for the new community hub should be submitted but this current application requests is too early in the project to be viable. Future applications will be considered when advertised by RDC.
- 19124 Four-year plan for Parish Council inc communications, action plan for future etc**
(a) To discuss the next steps
Resolved to form a steering group to consider a four-year plan and communications
- 19125 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
- 19126 Information**
(a) Casual vacancy due to resignation of Cllr Bunch
 Rother District Council have been informed and a notice posted advertising the casual vacancy. The deadline date for an election is 9th July after this date a new councillor can be co-opted.
- 19127 Future agenda items**
 (a) Grass cutting contract and new tender specification
 (b) Formation of a staffing committee
 (c) Review of risk assessments – Knowle Wood, Wood Field and Children’s Play Area
- 19128 Close of meeting at 8.30 pm**
- 19129 Date of next meeting – Tuesday 23rd July 2019 - 7.00 pm at Fairlight Village Hall**
- 19130 Open forum**
 Discussions were held in respect of Parkhurst Cricket Club risk assessment and insurance, condition of the highway and kerbs along Battery Hill, parking in Waites Lane, street sweeping, grass verge and hedge cutting and Speedwatch.

Signed _____
 (Chair)

Date _____

SCHEDULE OF RECEIPTS AND PAYMENTS FOR JUNE 2019

PAYMENTS	Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
DD	10/05/2019	EE	21.88	18.23	3.65	Mobile phone inv V01622091451
DD	10/06/2019	EE	21.87	17.80	4.07	Mobile phone inv V016232943706
DD	13/05/2019	Nest pensions	111.53	111.53	0.00	Nest pension paid P Collins
DD	21/05/2019	Nest pensions	-111.53	-111.53	0.00	Nest pension refunded P Collins
CHEQUES						
Cheque no						
2225	25/06/2019	Pauline Collins	xxxx	xxxx	xxxx	Salary - June 2019
2226	25/06/2019	Pauline Collins	xxxx	xxxx	xxxx	Mileage May 2019
2227	25/06/2019	Pauline Collins	xxxx	xxxx	xxxx	Expenses May 2019
2228	25/06/2019	Val King	xxxx	xxxx	xxxx	Salary - June 2019
2229	25/06/2019	Tony King	xxxx	xxxx	xxxx	Salary - June 2019
2230	25/06/2019	Tanya Robertson	30.00	30.00	0.00	Bus Shelters June 2019
2231	25/06/2019	HMRC	856.67	856.67	0.00	Tax and NI 06/04/19 - 05/07/19
2232	25/06/2019	Fairlight Village Hall	41.00	41.00	0.00	Hall hire April 2019
2233	25/06/2019	SSALC	84.00	70.00	14.00	Councillor Briefing 16/05/19 inv 12963
2234	25/06/2019	Community Speedwatch Online Ltd	428.52	357.10	71.42	New radar gun inv 201905130116
2235	25/06/2019	SSALC	84.00	70.00	14.00	Councillor Briefing 23/05/19 inv 13012
2236	25/06/2019	AB Fire & Security	63.45	52.88	10.57	CCTV Maintenance May 2019 Inv 334239
2237	25/06/2019	Viking Payments	35.21	29.34	5.87	Stationery inv 808590
2238	25/06/2019	Viking Payments	4.04	3.37	0.67	Stationery inv 808590
2239	25/06/2019	SSALC	84.00	70.00	14.00	Chair training inv 13136
2240	25/06/2019	Fairlight Village Hall	71.00	71.00	0.00	Hall hire May 2019
2241	25/06/2019	Tim Jordon Grounds Maintenance Ltd	240.00	200.00	40.00	Grass cutting contract May inv 4673
2242	25/06/2019	SSALC	84.00	70.00	14.00	Councillor Briefing 11/06/19 inv 13170
2243	25/06/2019	Cllr D Richards Expenses	31.50	31.50	0.00	Travel expenses May 2019
2244	25/06/2019	Autela Payroll Services	48.90	48.90	0.00	Payroll Services Apr - June 2019 inv 2225
2245	25/06/2019	SSALC	320.00	320.00	0.00	Cilca Support Programme inv 13211
2246	25/06/2019	Viking Payments	38.53	32.11	6.42	Stationery inv 872025
2247	25/06/2019	SLCC	350.00	350.00	0.00	Cilca registration P Collins
2248	25/06/2019	AB Fire & Security	63.45	52.88	10.57	CCTV Maintenance June 2019 Inv 334802
2249	25/06/2019	Marsham Older People's Project	100.00	100.00	0.00	John Lutman Award - MOPPs
2250	25/06/2019	Royal British Legion	50.00	50.00	0.00	John Lutman Award - British Legion
		TOTAL	5101.80	4882.86	218.94	

<p>CORRESPONDENCE RECEIVED</p> <p>ESCC – Rights of Way Improvement Plan Review</p> <p>Consultation on “Building for the High Weald”</p> <p>Friends of Hastings Country Park – Solar Arrays</p> <p>Request to plant a tree on Wood Field</p> <p>Request for Parkhurst Centenary event</p> <p>Thank you letters from – Fairlight Play Group, Fairlight Riding for the Disabled, Fairlight Village Hall, Fairlight History Group Victim Support</p>	<p>CORRESPONDENCE SENT</p> <p>Mr C Saint – Thank you letter</p> <p>RDC – Election expenses returns</p> <p>RDC – The Cove Public House</p> <p>RDC – Councillors Register of Members interests</p> <p>Fairlight Players – Wood Field garage</p> <p>Mr A King – Temporary Wood Field Caretaker appointment</p> <p>Knowle Wood Volunteers – Prohibition of use of chainsaws in Knowle Wood</p> <p>Mr & Mrs A King – John Lutman award</p>
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**Planning Report for Fairlight Parish Council Meeting
Tuesday 25th June 2019**

1) Planning Applications

Planning report week 19

RR/2019/1129/P

Acorns, Farley Way, Fairlight TN35 4A

Proposed loft conversion, including roof dormer / hip to gable adaptation, along with minor internal alterations.

Parish Council comments:

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

Planning report week 20

RR/2019/1233/P

Oakdene, Clinton Way, Fairlight TN35 4DL

Variation of condition 2 imposed on RR/2018/1499/P to allow removal of hedge replacing with high close boarding fence.

Parish Council comments:

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

RR/2019/849/P

Ebury, Fyrsway, Fairlight TN35 4BG

Two storey rear extension with roof conversion, Juliet balcony, velux windows & front porch.

Parish Council comments:

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

Planning report weeks 21, 22, 23, 24

Nothing for Fairlight.

2) Planning Decisions

RR/2019/313/P

The Oast Marsham Farm, Pett Level Road, Fairlight TN35 4ED

Extension to an existing dwelling, minor landscaping works to adjacent garden.

Decision: Approved

RR/2019/863/P

72 Lower Waites Lane, Hedgerows, Fairlight TN35 4DD

Demolition of the existing garage and erection of a new garage over the existing foundations and floor slab.

Decision: Approved

RR/2019/1233/P

Oakdene, Clinton Way, Fairlight TN35 4DL

Variation of condition 2 imposed on RR/2018/1499/P to allow removal of hedge replacing with high close boarding fence.

Decision: Approved

RR/2018/1461/P

The Cove, 53 Waites Lane, Fairlight TN35 4AX

Internal alterations, two storey extensions and recladding of building.

Decision: Approved subject to conditions relating to:

- 1) Final agreement on the design and long term management arrangements for surface water drainage system.
- 2) Submission and approval of samples and colours of building materials to be used.
- 3) B+B rooms to be used for holiday lets only.
- 4) Scheme for external lighting to be submitted for approval.
- 5) Approval of details of proposed flue and its position to be agreed in advance.

Stephen Leadbetter
Planning Committee Chairman
18th June 2019