

FAIRLIGHT PARISH COUNCIL

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Minutes of Full Council Meeting held on Tuesday 23rd July 2019 at Fairlight Village Hall at 7.00 pm

Present: Councillors –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 A Mier, District Councillor and Cllr C Maynard County Councillor

19131 Apologies for absence

Apologies received from Cllr R Foster and Cllr R Bird District Councillor

19132 Code of Conduct and Disclosure of Interests

None

19133 Public questions in respect of items on the agenda

Questions were asked about:-

Item 8 – question raised in respect of the Rother District Council Development and Site Allocation and public consultation

Item 13b – question in respect of the condition of the highways in Fairlight

All questions answered in the appropriate agenda items.

19134 County and District Councillors reports

Cllr Mier reported about Rother District Council's current public consultation of parking and the new waste collection contract.

Cllr Maynard commented on the condition of the highways, and suggested a village walkabout to identify the problem areas. He also reported on ESCC budget issues and pressures.

19135 Minutes of meeting held on Tuesday 25th June 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.

19136 Matters arising from the minutes not otherwise on the agenda – None

19137 Financial matters

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

Resolved to approve and pay the additional hours

(b) To consider and approve the attached schedule of payments and receipts for July 2019.

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

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

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

19138 Planning

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

Cllr Leadbetter presented his report highlighting any issues. He also reported on the RDC DaSa investigators' findings and these would be up for public consultation for six weeks.

It was noted that a large static caravan had been sited in a rear garden of a property in Gosrethorn Way. This was not in breach of planning if it was to be used by the householder.

(b) To receive an update on the progress of Country Park Visitors Centre (Haydon Luke)

Haydon stated that progress on the build is slow and he would contact Hastings Borough Council for schedule times. Hastings Borough Council have already placed two advertisements for staff for the Centre.

19139 Land Management

(a) To receive the monthly report (Cllrs Richards and Slack)

Cllr Slack circulated a report. Items raised to be actioned –

i) Two broken benches to be disposed of

Resolved to place in skip when the garage is demolished

ii) Parkhurst Cricket Club Risk Assessment stated that the pitch would be surrounded by “highly visible scaffolding pole – foam This was not the case

Resolved The clerk to contact the cricket club to discuss this issue

iii) New Bark chippings placed in the children’s play area were insufficient to cover the area near the slide

Resolved The clerk to arrange for further chippings to be delivered

iv) Conifer trucks in the children’s play area – the remaining conifer trunks were considered to be a potential risk for children

Resolved to obtain quotes to have them cut down to ground level and stumps ground

v) Car park fence – a fence rail had been damaged and required replacing. Also, several other posts and rails are in poor condition.

Resolved to obtain quotes to replace all the car park fencing

vi) Wall in the children’s play area – Several cracks have appeared in the wall. It was thought the wall was owned by the property backing onto the play area. The wood fence panels attached on the play area side are damaged and also need removing.

Resolved to contact the owner of the property in Meadow Way to discuss the wall and obtain a quote to remove the old fence panels

Cllr Richards has identified the dead, damaged and unsafe trees in Knowle Wood and marked them

Resolved to obtain quotes to remove marked trees

There had also been a minor act of vandalism where the volunteer’s bags of rubbish had been burnt and scorched some trees

(b) To approve the provision of a key safe and keys on Wood Field for emergency use

Resolved to purchase two combination padlocks and chains

(c) To appoint a group to discuss grass cutting tender specification for contract 2020/21 onwards

Resolved Cllr Slack and Cllr Richards to meet with the Clerk to discuss

(d) To approve the new quote for the Wood Field drainage (£2340)

Resolved to approve the quote and arrange for the work as soon as possible

19140 Lower Waites Lane incident report and other water issues

(a) To receive a monthly report of LWL incidents and other water issues (Cllr Horsley)

The sewers from Clinton Way to Cliff Way along Lower Waites Lane have been lined by Southern Water to prevent the ingress of tree roots. The liner has a 25-year guarantee. The remaining part of LWL will be done in the future. There has been rain but no floods in Lower Waites Lane. There continues to be a leak on The Avenue and discussions are on-going with Southern Water.

19141 Community Hub (Faircomm.) Steering Group

(a) To receive an update from the last meeting – 11th July 2019 (Cllr Horsley)

Cllr Horsley updated that Hawkhurst Parish Council are building a new hub and is arranging a meeting with a representative to discuss the pros and cons. A possible community infrastructure levy application to RDC may not be possible in February 2020. This is dependent on progress of the planning, design etc of the new hub.

(b) To approve financial delegation of Community Hub ring-fenced budget to the Steering Group

Resolved to approve financial delegation of Community Hub ring-fenced budget to the Steering Group

(c) To approve subscription to Action in Rural Sussex (£108 inc vat)

Resolved to approve subscription to Action in Rural Sussex (£108 inc vat)

19142 Emergency Plan

(a) To receive an update and discuss the proposal of radios usage/purchase (Cllr Stewart)

Cllr Stewart had previously circulated a report. Possible usage and users of the radios were discussed

Resolved Cllr Stewart to provide costings for next meeting.

19143 Highways Issues

(a) To receive an update on parking issues around the village (Clerk)

White lines can only be used for private drives to restrict parking. Yellow lines cannot be installed in selected locations but the whole village only. Also, who would control the parking breaches

Resolved to post polite notices to residents near LWL egress and request suggestions on the parking issues

(b) To consider whether to make representation to ESCC re the condition of highways in Fairlight

Standing orders were suspended to permit a resident to speak and report on correspondence they have received.

Cllr Maynard stated he would investigate the capital programme for highways and report back.

Standing orders were re-instated and a discussion re the conditions of the highways was held.

(c) To consider supporting proposed Speeding Action Group - RALC (Clerk)

Resolved to support proposed Speeding Action Group as necessary

- 19144 Health and well-being hub**
(a) To receive an update on proposed health and well-being hub provision (Cllr Horsley)
 Cllr Horsley reported that Ninfield are running a similar group. The hub could possibly run from the autumn of 2019 as a pilot
- 19145 Four-year plans for Parish Council inc communications, action plan for future etc**
(a) To receive an update on four-year plan (Cllr Stewart)
 Cllr Stewart reported that the steering group have suggested that the plan should be for five years to allow time for the current council to implement the plan and allow a year for a new incoming council time to develop a new plan after the elections
 The steering group have identified their objectives and the most important is communication. To ascertain who, what, when, where, why and how to communicate. Withyham Parish Council have carried out this process and a resident's survey. Contact is being made with the Clerk of Withyham and details will be reported to the next meeting.
Resolved to rename the steering group – Five-year plan steering group
- 19146 Staffing Committee**
(a) To appoint a staffing committee to support Parish Council staff
Resolved Cllrs Shortman, Horsley and Leadbetter make up the staffing committee
- 19147 Feedback from meeting/events attended**
(a) RALC – 10th July 2019 (Cllr Horsley)
 Cllr Horsley reported speeding and policing issues. Also, District Councillor Susan Prochak has been given the brief of rural affairs and would like to attend a future parish council meeting
(b) High Weald event – 2nd July 2019 (Cllr Horsley)
 Fairlight and Pett are the only villages covered by the High Weald near the sea. High Weald cover many projects, street structures, dark skies, youth groups, wild flower meadows etc. Funding is available from Sussex Lund to improve habitats
- 19148 Archive and Resources Centre - Fairlight, Pett & Three Oaks**
(a) To receive an update on the progress of the ARC project (Fran Rogers & David Breakall)
 This item was raised out of order after Matters Arising
 Two representatives of the ARC project gave a short presentation and sought Parish Council and financial support. Councillors were happy to support this project in principle.
Resolved to raise funding at the Marsham Parishes meeting on 24th July 2019
- 19149 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
- 19150 Information**
(a) Co-option of new parish councillor
 The deadline date of 9th July has passed and RDC have not received any requests. The vacancy can be advertised and candidates for co-option can be sought.
- 19151 Future agenda items**
 (a) Grass cutting contract and new tender specification
 (b) Risk assessments for Wood Field and Knowle Wood
- 19152 Close of meeting at 8.30 pm**
- 19129 Date of next meeting – Tuesday 27th August 2019 - 7.00 pm at Fairlight Village Hall**
- 19130 Open forum – Resolution of 27th March 2018 under minute no 18058 was read**
 Discussions were held in respect parking in the village, condition of the highways, RDC Development and Site Allocation plan, and statement on the agenda for open forum.

Signed _____ Date _____

(Chair)

Payment schedule for July 2019

PAYMENTS	Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
DD	10/07/2019	EE	21.88	18.23	3.65	Mobile phone inv V01644538690
CHEQUES						
Cheque no						
2251	23/07/2019	Pauline Collins	xxx	xxx	xxx	Salary - July 2019
2252	23/07/2019	Pauline Collins	xxx	xxx	xxx	Mileage - June 2019
2253	23/07/2019	Pauline Collins	xxx	xxx	xxx	Mileage - July 2019
2254	23/07/2019	Pauline Collins	xxx	xxx	xxx	
2255	23/07/2019	Val King	xxx	xxx	xxx	Salary - July 2019
2256	23/07/2019	Tony King	xxx	xxx	xxx	Salary - July 2019
2257	23/07/2019	Tanya Robertson	30.00	30.00	0.00	Bus Shelters July 2019
2258	23/07/2019	SSALC Ltd	84.00	70.00	14.00	GDPR Training 26/06/19 inv 13304
2259	23/07/2019	SLCC	63.00	52.50	10.50	SE Regional conference inv 129070
2260	23/07/2019	SSALC Ltd	168.00	140.00	28.00	Councillors briefing 09/07/19 inv 13371
2261	23/07/2019	Cllr D Richards Expenses	31.50	31.50	0.00	Travel expenses June 2019
2262	23/07/2019	Fairlight Village Hall	28.00	28.00	0.00	Hall hire June 2019
2263	23/07/2019	Tim Jordon Grounds Maintenance Ltd	240.00	200.00	40.00	Grass cutting June 2019 inv 4701
2264	23/07/2019	Cllr C Slack Expenses	71.99	59.99	12.00	Stamco Play bark inv 0008/000840376
2265	23/07/2019	NALC	19.99	19.99	0.00	Publication inv 10211
2266	23/07/2019	SSALC Ltd	84.00	70.00	14.00	Cllr training 18/07/19 inv 13445
		TOTAL	2705.40	2568.20	137.20	

CORRESPONDENCE RECEIVED	CORRESPONDENCE SENT
Rother Clerks – To support initiatives to reduce speeding	ESCC - Rights of Way Plan Review response
Resident letters – Condition of highways in Fairlight	Rother DC – Land South of Pett Level Road RR/2018/2726/R
ESCC – consultation on proposed changes to parking charges	

**Planning Report for Fairlight Parish Council Meeting
Tuesday 23rd July 2019**

1) Planning Applications

Planning report week 25

Nothing for Fairlight

Planning report week 26

RR/2019/1488/P

35 Lower Waites Lane, Sprites Brook, Fairlight TN35 4DB

Proposed removal of garage and erection of single storey side/rear extension.

Parish Council comments:

- 1) The Parish Council has no objection to the application
- 2) As the rear room on the proposed extension is described as a music room suitable sound insulation should be considered to minimise the risk of noise nuisance to neighbours.
- 3) Any comments made by members of the public should be taken into considerations.

Planning report weeks 27 and 28

Nothing for Fairlight.

2) Planning Decisions

RR/2019/1047/P

Russetts, Warren Road, Fairlight TN35 4AN

Demolition of conservatory, erection of two-storey side extension with balcony, dormer and roof lights, replacement dormers to front and rear, porch extension, raised deck and alterations to windows and doors.

Decision: Approved

RR/2019/849/P

Ebury, Fyrsway, Fairlight TN35 4BG

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

Decision: Approved

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.

Decision: Approved

Stephen Leadbetter
Planning Committee Chairman
16th July 2019