

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

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Minutes of Parish Council Meeting held on Tuesday 27th October 2020 via Zoom

NOTE

The agenda was circulated to the Parish Councillors and posted on the Fairlight Village Website prior to the meeting date.

Due to the Covid-19 lockdown this meeting was held virtually via Zoom. Questions were requested from the Public prior to the meeting

Present: Councillors – Ms I Horsley (Chair), Mr S Leadbetter, Ms C Slack, Mr S Stewart, Mr G Smith, Miss C Sharpe

District Councillors – Mr A Mier and Mr R Bird. Also, Parish Clerk Mrs P Collins

20145 Apologies for absence

Cllrs D Shortman and D Greenup

Resolved to accept the reasons for absence

20146 Code of Conduct and Disclosure of Interests

Agenda item 17 Cllr Leadbetter is a member of the British Legion

20147 Public questions in respect of items on the agenda

No questions

20148 County and District Councillors reports

Cllr Bird – RDC has appointed a CEO rather than two directors – better way of working but will lose the expertise.

Cllr Mier – Reported he is meeting with Police to attempt to solve the Camber Sands parking issues. New civil parking enforcement across Rother should help.

20149 Minutes of meeting held on Tuesday 22nd September 2020

The minutes having been distributed prior to the meeting and made available to the Public at the meeting.

Resolved to approved, and will be signed by the Chairman as a correct record.

20150 Matters arising from the minutes not otherwise on the agenda

None received

20151 Parish Councillor co-option

(a) To accept and vote on the application from Miss Carol Sharpe to be co-opted as a parish councillor

Resolved Miss Sharpe was voted on to the Parish Council as a co-opted councillor

20152 Financial Matters

(a) To consider and approve the attached schedule of payments and receipts for October 2020 (Copy attached)

Resolved to approve the payments for October 2020.

(b) To consider and sign the monthly bank reconciliation.

Resolved to note the bank reconciliation as correct and the Chair will sign at a later date.

(c) To consider monthly budget figures

Expenditure has remained low due to the current Covid 19 situation. Budget figures were noted.

(d) To receive the external auditors report on 2019/20 accounts (Letter from PKF auditors)

No issues raised

(e) To appoint judges for the John Lutman award panel

Resolved Cllrs Smith, Stewart and Sharpe will judge the nominations

20153 Planning

- (a) To receive the monthly report (Cllr Leadbetter)
Cllr Leadbetter presented his monthly report.
- (b) To receive an update on the progress of Country Park Visitors Centre (Haydon Luke)
Mr Luke circulated an update report prior to this meeting. No opening date yet.

20154 Land Management

- (a) To receive the monthly report (Cllrs Slack and Smith)
Cllrs Slack and Smith presented their monthly reports. Both Councillors are continuing to improve the areas they are responsible for and this is reflected in the items requested below.
- (b) To propose and consider additional members for this group (Cllr Horsley – LWL and water issues, A N other – village assets)
Resolved Cllr Horsley (LWL and water issues) and Cllr Sharpe (village assets) were selected to join the Land Management Group
- (c) To propose and consider an Instagram account for Knowle Wood (linked to the website)
Resolved a resident of Fairlight to set up and run this account under the direction of Cllr Slack
- (d) Quotations for consideration and approval (all prices are exc VAT)

Knowle Wood

- i. To provide a new bench for Knowle Wood (NBB Recycled Furniture – Captain Treble Seat - £249)
Resolved to purchase a new seat. Clerk to arrange.
- ii. To remove old wooden benches from Knowle Wood (approx. £50)
Resolved to pay for removal of benches. Clerk to arrange.
- iii. To carry out a tree survey of Knowle Wood (PJ Consultancy - £620)
Resolved to accept the quotation. Clerk to arrange.
- iv. To repair steps and install a handrail from Woodland Way twittern into Knowle Wood (£1690)
Resolved to postpone a decision until ESCC Footpaths Officer has responded to whether the work can be carried out by ESCC. A decision can be made by the F&A Committee on the quote if necessary, to prevent any delays

Wood Field

- v. To cut back vegetation around Wood Field and near Tennis Courts (Countrymans - £246)
Resolved to accept the quote. Clerk to arrange.
- vi. To repair bench on Wood Field (R & N Building Services - £145)
Resolved to accept the quote. Clerk to arrange.
- vii. To repair and adjust entrance steel gate to Wood Field (R & N Building Services – £65)
Resolved to accept the quote. Clerk to arrange.
- viii. To carry out work to the Basketball Court – clear undergrowth, fit new spurs to fence, repair concrete, paint basketball pole and ring and paint basketball court markings to concrete (R & N Building Services – £945)
Resolved to accept the quote. Clerk to arrange.
- ix. To fit a concrete spur to wooden gate post – Meadow Way entrance (R & N Building Services – £85)
Resolved to accept the quote. Clerk to arrange.
- x. To provide a wheelchair access picnic table on old tarmac square (NBB Recycled Furniture – £365)
Resolved to purchase a new seat. Clerk to arrange.
- xi. To provide a replacement six-seater picnic bench ((NBB Recycled Furniture – £349)
Resolved to purchase a new seat. Clerk to arrange.
- xii. To replace three litter bins with new covered bins inc cost to site (NBB Recycled Furniture - £690 R&N Building Services - £250)
Resolved to purchase new bins. Clerk to arrange.
(Please note a discount of 5% for multiple purchases from NBB have not been applied.)

20155 New Village Sign

- (a) To discuss the provisions of a new village sign (proposed designs and prices attached) (Cllr Slack)
Cllr Slack provided details of potential designs and pricing

Resolved to put out for public consultation to residents and allocate a budget for the project

20156 Highways

- (a) To receive the monthly report (Cllr Smith)

Cllr Smith reported on the completed roadworks on Battery Hill and Fairlight Road. Councillors thanked Cllr Smith, and the District and County Councillors for their work and support throughout this scheme.

Rosemary Lane and Peter James Lane - road edging work and repairs to be carried out by ESCC.

Broadway – Cllr Smith has received complaints in respect of the in-filling work done by Highways. He will be raising this issue.

20157 Lower Waites Lane incident report and other water issues

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

No issues to report. A leak at the end of Sea Road is being dealt with by Cllr Sharpe.

20158 Community Hub (Faircomm.) Steering Group

- (a) To receive a monthly report (Cllr Stewart)

Cllr Stewart reported that a modular building company - TG Escapes are preparing plans and pricing. Once received these plans can be used as a basis for other types of build.

- (b) To consider the proposal for a Facebook page – “Fairlight Community Hub” to provide an alternative media for information distribution (Cllr Stewart)

Resolved Cllr Stewart to set up and operate a Facebook page for information only

20159 Finance Committee

- (a) To receive a monthly report (Cllr Horsley)

Cllr Horsley requested a change to the Terms of Reference for this Committee – “the minutes of the meeting will be circulated within 14 days rather than 7”

Resolved to agree this change

- (b) To approve the delegation of responsibility for reviewing updated policies and practices to this Committee (Cllr Horsley)

Resolved to approve this delegation of responsibility. Adoption of policies and practices will remain with the Full Council.

20160 New Parish Council Website (website details and list of new email addresses below)

- (a) Update and statistics (Cllr Slack and Stewart)

A new website and emails were launched on 19th October. Advertised on two banners, “What’s on in Fairlight”, FRA email circulation etc. Statistics show the site is being visited. Minor problems with email accounts need to be addressed.

Resolved a website policy is required to give publication guidelines etc and updates on the website status to be a standing item on the agenda.

20161 Remembrance Sunday and The Circle

- (a) To approve the use of The Circle by the Royal British Legion for the week leading up to and including Remembrance Sunday in November 2020.

Resolved to approve the British Legion’s display.

20162 Correspondence

A list of correspondence received was circulated. No further discussions were necessary.

20163 Information

None

20164 Future agenda items

Budget and precept for 2021/22

Battery Hill/Fairlight Road reduction to speed limit

20165 Close of meeting

Meeting closed at 8.32 pm

20166 Date of next meeting – Tuesday 24th November 2020 – 7.00 pm (to be reviewed)**Open Forum**

The Chairman of the local British Legion branch thanked the Parish Council for permission to place a display on The Circle for Remembrance days.

Signed _____ Dated _____
(Chair)

PAYMENTS	Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
DD	10/10/2020	EE	22.36	18.63	3.73	Mobile phone inv V01799976661
PAYPAL						
3LN20991HT8951848	23/09/2020	Viking Payments	151.32	126.10	25.22	Stationery inv 20010
5XC99843M810083M	24/09/2020	Viking Payments	9.99	9.99	0.00	Stationery inv 30570
6HP84699N4596273E	02/10/2020	Fasthosts Internet Ltd	6.00	5.00	1.00	Monthly fee Web Hosting October 20 inv 57933220
4FD685518B290915V	02/10/2020	Zoom Video Communications Ltd	14.39	11.99	2.40	Monthly fee 02/10/20 - 01/11/20 inv INV44740303
4CF10522TA352022K	16/10/2020	Viking Payments	27.24	22.70	4.54	Stationery inv 181447
4CF10522TA352022K	16/10/2020	Viking Payments	9.18	7.65	1.53	Stationery inv 185345
CHEQUES						
Cheque no						
2446	27/10/2020	Pauline Collins	****	****	****	Salary -October 2020
2447	27/10/2020	Rother Association of Local Councils	80.00	80.00	0.00	RALC subs and Parish online subs inv 14/2020
2448	27/10/2020	AB Fire & Security	64.80	54.00	10.80	CCTV maintenance Sept inv 343174
2449	27/10/2020	Countrymans Contractors Ltd	349.72	291.43	58.29	Grass cutting Sept 2020 inv SI2907
2450	27/10/2020	Fairlight Village Hall	46.00	46.00	0.00	Hall hire Sept 2020
2451	27/10/2020	Countrymans Contractors Ltd	180.00	150.00	30.00	Removal of bamboo Wood Field inv SI2911
2452	27/10/2020	Rialtas Business Solutions Ltd	148.80	124.00	24.80	Accounting system annual support inv SM22302
2453	27/10/2020	Countrymans Contractors Ltd	171.00	142.50	28.50	Fill and grass on Wood Field inv SI2912
2454	27/10/2020	AB Fire & Security	64.80	54.00	10.80	CCTV maintenance Oct inv 343784

2455	27/10/2020	I Horsley	32.32	32.32	0.00	Z&A letter for banners
2456	27/10/2020	PKF Littlejohn LLP	360.00	300.00	60.00	External audit inv SB20201546
		TOTAL	3305.55	3043.94	261.61	