

# FAIRLIGHT PARISH COUNCIL

Website: [www.fairlightparishcouncil.org.uk](http://www.fairlightparishcouncil.org.uk)

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## Minutes of Full Council Meeting held on Tuesday 27th July 2021 at Fairlight Village Hall at 7.00 pm

**Present:** Councillors – Ms I Horsley (Chair), Mr S Stewart, Mr G Smith, Miss C Sharpe, Mr D Shortman, Mr D Greenup, Mr S Leadbetter, Ms L Cooke, Ms D Martin

County and District Councillors –Mr C Maynard, Mr R Bird. Also, Parish Clerk Mrs P Collins

### **21110 Apologies for absence** (Including resolutions to accept reason for absence by Councillors)

Cllr A Mier

**Resolved** to accept the reason for absence

### **21111 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 Smith (Activate) and Cllr Horsley (Fairfest) declared an interest in agenda item 10(c)

### **21112 Public questions in respect of items on the agenda**

None

### **21113 County and District Councillors reports**

Cllr Bird reported on the continued sewerage issues from Coastguards Lane to Warren Road. Also, Ms SA Hart MP will be holding a pop-up surgery in Fairlight Village Hall on 18<sup>th</sup> August at 2 til 4 pm. All residents are welcome.

Cllr Mier sent a written report in advance which Cllr Horsley read out. Items raised were the Rother Discretionary Disabled Project Grant, new National Planning Policy Framework, Article 4 progress and Covid track and trace effect on essential workers.

Cllr Maynard informed the Council that the patching of villages roads is in progress. A village walk-about with the Highways Steward is proposed for September and to notify the Clerk of any problems.

### **21114 Minutes of meeting held on Tuesday 22<sup>nd</sup> June 2021**

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.

### **21115 Matters arising from the minutes not otherwise on the agenda**

None

### **21116 Parish Councillor co-option**

- (a) To accept and vote on the applications to be co-opted as a parish councillor

Ms Deborah Martin had applied to be a co-opted Parish Councillor

**Resolved** to appoint Ms Martin as a co-opted Parish Councillor

## 21117 Financial matters

- (a) To consider and approve schedule of payments and receipts for July 2021  
**Resolved** to approve the payments for July 2021
- (b) To consider and sign the monthly bank reconciliations.  
**Resolved** to note and sign the bank reconciliations as correct. To add Cllr Sharpe as a bank signatory.
- (c) To consider monthly budget figures (Clerk's report)  
The Clerk had previously circulated the budget monitoring figures. No issues to report.

## 21118 Planning Committee

- (a) To receive the monthly report (Cllr Leadbetter)  
Cllr Leadbetter presented his report highlighting any issues.
- (b) To receive an update on the progress of Country Park Visitors Centre (Haydon Luke)  
Mr Luke, Cllr Horsley, Cllr Leadbetter and the Clerk attended a meeting with Hasting Borough Council and Groundwork at the Bale Centre. The Centre is now open from 9am to 5pm with moderate café facilities, a retail area and the old visitors centre to be used as a classroom. At the meeting it with HBC and Groundwork it was emphasised that local residents were concerned in respect of opening hours, lack of communication, increased traffic and potential parking issues etc.

## 21119 Land Management Group

- (a) To receive the monthly report
  - Cllr Smith – Wood Field and Highways  
Cllr Smith reported the clearing sessions on Wood Field continued.  
The aris rails near the stream on Waites Lane had been repaired but still posed a risk to health and safety. A letter to be sent to ESCC Highways is to be sent.  
Cllr Smith has responded to RALC and ESALC re the issue with ESCC Highways.  
Cllr Stewart requested that he attend the village walkabout with the Highways Steward.
  - Cllr Sharpe – Fixed Assets and Village Sign  
Cllr Sharpe – proposed designs are to be displayed at the Parish Assembly for comments and suggestions. Cllr Sharpe continues to work with a resident on designs.
  - Cllr Horsley – Lower Waites Lane and other water issues  
Cllr Horsley stated that Southern Water had installed monitoring equipment near the sewerage works. Ms SA Hart MP is involved with this. A leak on Rockmead was reported and has been dealt with by Southern Water.
- (b) To discuss/approve purchase and % contribution towards new play area equipment  
A small steering group (Cllr Smith, Clerk and two residents) have identified some items which they would like the Parish Council to purchase to facilitate the increased usage need for the much younger generations and some non-able-bodied children in Fairlight. This includes a sit on/in train with two carriages (one carriage will have a ramp to provide wheel chair access), a small surface mounted tunnel which is also climbable, a two-seater driving (with steering wheel) bench and a picnic table with disabled/pushchair access. Total costs including some groundwork will be circa £3,500.00 ex vat. Additional costs will be incurred if playground safety tiles are installed. It is proposed to use £1000 from ear-marked reserves for this project. A grant from RDC will be applied for in October 2021 and local clubs and organisations will be asked to pledge monies.  
**Resolved** to approve the purchase of this equipment subject to grants and additional funding being received. Commitment of £1000 from EMR

- (c) To discuss/approve purchase and % contribution towards storage shed for barbeque  
The purchase of a community BBQ was approved at the June meeting (£250 from PC, other from donations). Storage for this item including gas bottles etc was discussed. The Clerk had provided a quotation from Ace Sheds of Ashford. Total cost for the BBQ and storage approx. £1100.  
Resolved to contributed towards shed (no amount decided). Approved to purchase Dec 2021/spring 2022 subject to additional funding from local clubs and organisations for both the BBQ and storage.
- (d) To discuss/approve the purchase of fencing/netting for play area frontage  
Quotations had been received from Paine and Sons and Littlewood Fencing to provide and install fencing or a removable ball stop netting system. Prices ranged from £7000 to £10000 depending on the type of barrier required. Discussions were held in respect of should fencing/netting be installed, public liability, alternatives to using fencing/netting, costs and health and safety issues, visual aspects, planning.  
**Resolved** fencing or netting would not be installed at the Wood Field Children's Play Area. The area would be locked during cricket matches and permanent notices erected stating this.
- (e) To discuss/approve match funding for the Wood Field hedge grant application  
**Resolved** to approve the grant application for £709 and commit £100 to this project. (Total £809)
- (f) To review/approve play area closure responsibility during cricket matches  
**Resolved** Cllr Horsley to meet with Parkhurst Cricket Club to discuss memorandum of understanding. To extend the terms of the memorandum of understanding to include the closure of the playground. Councillors to check signage and close play area on a rota basis.

#### **21120 Community Hub (Faircomm.) Steering Group**

- (a) To receive the monthly report (Cllr Stewart)  
Cllr Stewart reported on progress to date in respect of procuring an architect.

#### **21121 Finance and Administration Committee**

- (a) To receive a monthly report (Cllr Horsley)  
No meeting of this Committee was held due to lack of business to discuss. A list of policies to be reviewed was circulated for Councillors to select to update.

#### **21122 Parish Council Website and Facebook**

- (a) To receive a monthly report (Cllr Stewart)  
Cllrs Stewart and Sharpe continue to maintain and update the pages

#### **21123 War Memorial Steering Group**

- (a) To receive an update on the project (Haydon Luke)  
Cllr Horsley thanked Mr Luke and Mr Paul Draper for their contributions towards the Open Gardens event in July. The Parish Council will be receiving £750 towards the memorial fund. Mr Luke will also be at the 175<sup>th</sup> anniversary celebration of St Andrews Church with a display. Quotations for the memorial and surrounds are being received.
- (b) To give authority to commence the planning application and church faculty application for the memorial  
**Resolved** to give permission to commence the planning application and church faculty application for the memorial by the group.
- (c) To confirm accountabilities of ownership, maintenance/repairs and insurance of the future memorial  
St Andrews Church representatives has agreed the site for the memorial on a semi-public area.

**Resolved** ownership and responsibility for insurance and maintenance to lie with the Parish Council.

- (d) To authorise the commencement of fund-raising campaign by the WMSG inc publicity, sourcing pledges/donations, approaching possible contributors/organisations etc  
**Resolved** fund raising can commence. Correspondence and financial matters should be carried out by the Clerk for record keeping and audit purposes.

**21124 Parish Council Action Plan**

- (a) To review and ratify the updated Action Plan  
The Action Plan has been updated and will continue to be reviewed.

**21125 Parish Assembly – Saturday 14<sup>th</sup> August 2021**

- (a) To appoint a panel to consider the John Lutman award nominees  
**Resolved** Cllrs Horsley, Smith and Sharpe will consider the nominees and select a winner

**21126 Reports from meetings attended**

- (a) RALC meeting – Cllr Stewart  
Cllr Stewart recounted details of this meeting – Black cat traffic device, highways and policing issues

**21127 Correspondence**

- Previously circulated – items requiring a response/action/to note  
(a) To lost footpath reinstatement (Saturday Walkers correspondence)  
This is the responsibility of ESCC who are currently looking at these footpaths

**21128 Future agenda items**

None

**21129 Date of next meeting – Tuesday 24<sup>th</sup> August 2021 - 7.00 pm – Fairlight Village Hall**

**21130 Close of meeting**

Meeting closed at 8.30 p.m.

**Open Forum**

None

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair

**PAYMENT SCHEDULE FOR JULY 2021**

<b>PAYMENTS</b>	<b>Invoice Date</b>	<b>Date Paid</b>	<b>Payee</b>	<b>Gross</b>	<b>Net</b>	<b>VAT</b>	<b>Details</b>
<b>DIRECT DEBITS</b>							
DD	02/07/2021	10/07/2021	EE	22.62	18.85	3.77	Mobile phone inv V 01888533425
<b>PAYPAL</b>							
8EP86247UF222901U	02/07/2021	05/07/2021	Fasthosts	12.00	10.00	2.00	Web hosting inv 61481123
01291395BC828400N	02/07/2021	05/07/2021	Zoom	14.39	11.99	2.40	Zoom meetings INV94888623
45H807026U442510X	28/06/2021	28/06/2021	Viking Payments	55.87	46.56	9.31	Stationery inv 703820
7X4721101133729430	28/06/2021	28/06/2021	Viking Payments	38.35	31.96	6.39	Stationery inv 703818
1X612527R9458264K	28/06/2021	28/06/2021	Viking Payments	36.01	30.01	6.00	Stationery inv 703819
6AM77703CC494745P	16/07/2021	16/07/2021	Viking Payments	51.88	43.23	8.65	Stationery inv 811971
<b>CHEQUES</b>							
<b>Cheque no</b>							
2529	27/07/2021	27/07/2021	Pauline Collins	****	****	****	Salary - July 2021
2530	13/07/2021	27/07/2021	Clerk's expenses - Jempsons	26.30	26.30	0.00	Informal meeting refreshments 20/07/21
2531	23/06/2021	27/07/2021	AB Fire & Security	67.20	56.00	11.20	CCTV inv 348112
2532	30/06/2021	27/07/2021	Countrymans Contractors Ltd	363.43	302.86	60.57	Grass cutting inv SI-3099
2533	01/07/2021	27/07/2021	Autela Payroll Services	50.40	42.00	8.40	Payroll Apr - Jun 21 inv 6277
2534	30/06/2021	27/07/2021	Fairlight Village Hall	38.00	38.00	0.00	Hall Hire June 21
2535	19/07/2021	27/07/2021	ESALC	48.00	40.00	8.00	Training inv 897
2536	12/07/2021	27/07/2021	K Robertson	116.00	116.00	0.00	Internal audit 20/21 inv 21-13
2537	20/07/2021	27/07/2021	AB Fire & Security	67.20	56.00	11.20	CCTV inv 348658
			<b>TOTAL</b>	<b>2506.24</b>	<b>2368.35</b>	<b>137.89</b>	

**Correspondence Received**

Resident – Southern Water monitoring  
 Resident – Ms SA Hart Sewerage  
 ARC – change of location  
 Fairlight Tennis Club – Health and Safety incident  
 Saturday Walkers – Reinstatement of Footpaths  
 HBC – The Bale Centre - meeting

**Correspondence sent**

Resident – Thank you letter  
 ARC – change of location/grants  
 RDC – Public Open Space Order