

# 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 26<sup>th</sup> October 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 S Leadbetter, Ms L Cooke, Ms D Martin.

County and District Councillors – Cllrs Carl Maynard, Roger Bird and Andrew Mier. Also, Parish Clerk Mrs P Collins

### ACTION

**21172 Apologies for absence** (Including resolutions to accept reason for absence by Councillors)

Councillors – Mr David Shortman, Mr D Greenup

**Resolved** to accept the reason for absence

**21173 Code of Conduct and Disclosure of Interests**

(a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda

Cllrs Horsley and Sharpe expressed an interest in agenda item 17 as members of the Fairfest Committee

**21174 Public questions in respect of items on the agenda**

None

**21175 County and District Councillors reports**

Cllr Mier updated the Parish Council on the proposed judicial review, RDC grants available, progress of Article 4 and his meeting with LWLRMA and Southern Water.

Cllr Bird commented on the current situation with CSO's and Southern Water.

Cllr Maynard reported on ESCC's budget for 2022/23 and the new Highways contract.

**21176 Minutes of meeting held on Tuesday 28<sup>th</sup> September 2021**

The minutes having been distributed prior to the meeting and made available to the Public at the meeting. Cllr Horsley asked Councillors if the minutes were a true record as she did not attend this meeting. Also, a resident had raised a concern in respect of the contents and detail of the minutes.

It was noted that Parish Council minutes should be short as is consistent with clarity and accuracy and should not be a verbatim report nor be a record of discussions/arguments made by Councillors.

**Resolved** to approve, and the minutes were signed by the Chairman as a correct record.

**21177 Matters arising from the minutes not otherwise on the agenda**

Future agenda item - Proposed judicial review funding assistance to resident (Market Garden site planning appeal). This item has not been included in the current agenda as this financial assistance is no longer required.

**21178 Financial matters**

(a) To consider and approve schedule of payments and receipts for October 2021

**Resolved** to approve the payments for October 2021

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

**Resolved** to note and sign the bank reconciliations as correct.

(c) To consider monthly budget figures (Clerk's report)

The Clerk had previously circulated the budget monitoring figures. No issues to report.

**21179 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)

**Clerk**

Mr Luke had sent a report which Cllr Horsley read out. A new centre manager has been appointed and a meeting with the Parish Council is to be arranged to meet him.

**21180 Land Management Group**

(a) To receive the monthly report

- Cllr Smith – Wood Field and Highways

Cllr Smith informed the meeting of a resident's concern in respect of the roosting bats and work being carried out on Wood Field. The resident was reassured that the bats would not be affected. A walking football display was put on by Hastings FC which attracted some interest. Further discussions with the football club in respect of using the field will continue.

In respect of highways, the verge cutting issues were reported but no response has been received and the new aris rails on Waites Lane near the stream have been deemed safe by ESCC and no further work will be carried out.

- Cllr Sharpe – Fixed Assets and Village Sign

Progress is being made on the new village sign. Also, Cllr Sharpe is compiling a tree policy for Knowle Wood and areas owned by the Parish Council.

- Cllr Horsley – Water/drainage issues

A meeting with LWLRMA and Southern Water was held on 26<sup>th</sup> October to discuss/highlight continuing problems on Lower Waites Lane. A letter in relation to the sewerage issues and the Market Garden site is being sent to Sally-Ann Hart MP.

Parking on Broadway has raised concerns and cones have now been placed near the junction of Broadway and Waites Lane. The Parish Council have purchased six cones for use at this site or other areas within the village.

(b) To note the decision in respect of the RDC Discretionary Disability Projects Grant Application

A grant for a new disabled path and bench for Wood Field has been awarded to the Parish Council by RDC. This work will be carried out in the new year.

**21181 Community Hub (Faircomm.) Steering Group**

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

Appointments have been booked for the architect and ecologist for surveys and site visits.

**21182 Finance and Administration Committee**

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

The F&A Committee have reviewed the budget for 2021/22 including ear-marked reserves. Any underspend in the current budget will be allocated to EMR and future projects for 2022/23.

(b) To approve and adopt policies

Bullying and Harassment – Dignity at Work, Whistleblowing – Confidential reporting, Freedom of Information, Grants, Investment, Media and Communications

**Resolved** to approve and adopt policies listed

**21183 Parish Council Website and Facebook**

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

Both the website and Facebook page are being updated when necessary.

**21184 War Memorial Steering Group**

(a) To receive and update on the project (Haydon Luke)

Mr Luke submitted a written report. The project is progressing slowly. Notice of the proposed planning application has been served on the Chichester Diocese. The church faculty and RDC planning documents have been prepared and will be sent soon.

**21185 Dog Fouling Issues within Fairlight**

(a) To receive an update in respect of the provision of an additional dog waste bin on Wood Field Recreation Ground and the proposal to tender for a contract to clear waste from field.

Standing orders were suspended for a member of the Fairlightdogpoo group to update the Parish Council. The situation is improving and posters will be placed each month in prominent positions around the village.

Cllr Horsley praised the resident's group for their hard work and efforts to date.

Discussion in respect of an additional dog waste bin for Wood Field were held.

**Resolved** not purchase an additional dog waste bin and to continue to assist the group with posters.

**21186 ESCC Urban Grass Cutting**

SS/CS/Clerk

(a) To discuss/approve the options for 2022 cutting season

**Resolved** to consult residents in respect of the two options. A public consultation to be advertised on all available media. Clerk to prepare the public consultation release.

**21187 Budget 2022/23 and Ear Marked Reserves**

(a) To discuss/consider any items to be included in 2022/23 budget and proposed ear marked reserves

The Clerk is currently preparing the budget for 2022/23 and Councillors were reminded to submit items for the budget and ear marked reserves. Additional discussions to be held at the next Finance and Administration Committee on 9<sup>th</sup> November 2021.

**21188 Queens Platinum Jubilee 2022** **Clerk**  
(a) To discuss/propose events  
The Parish Council will be lighting the beacon on Thursday 2<sup>nd</sup> June. Fairfest have proposed/planning two events on Saturday evening and Sunday afternoon (4<sup>th</sup> and 5<sup>th</sup> June). Also, the Fairlight Fun scarecrows will be returning. The Clerk to coordinate a diary of events for the village.

**21189 Meetings/training attended**  
Cllr Stewart had attended the RALC meeting but had no comments to add.

**21190 Correspondence** **IH/DM**  
All correspondence had been circulated to Councillors and was available to the Public. The RDC Infrastructure Delivery Plan Update required action and will be dealt with by Cllrs Horsley and Martin.

**21191 Future agenda items**  
None.

**21192 Date of next meeting** – Tuesday 23<sup>rd</sup> November at 7.00pm in the Village Hall

**21193 Close of meeting**  
Meeting closed at 8.35 pm

**Open Forum**

**Speeding within the village**

A resident had written to the Parish Council about a speeding incident within the village. **Clerk**

It was suggested that the resident report any further occurrences to the Police's Operation Crackdown site. The Clerk to write to the resident informing the resident of this website.

Cllrs Bird and Mier raised the points about the speeding signs near St Andrews Church – 40mph and on Martineau Lane – 30mph being incorrectly located. Cllr Smith had written to ESCC in the past but had not received any response. He will write again. **GS**

**Signed:** \_\_\_\_\_  
Chair

**Date:** \_\_\_\_\_

## Payment Schedule for October 2021

PAYMENTS	Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
<b>DIRECT DEBITS</b>							
DD	10/10/2021	02/10/2021	EE	22.62	18.85	3.77	Mobile phone inv V01918050495
<b>PAYPAL</b>							
7UW32855PJ543945C	02/10/2021	02/10/2021	Fasthosts	12.00	10.00	2.00	Web hosting inv 62302720
7RS68851U7789225W	02/10/2021	02/10/2021	Zoom	14.39	11.99	2.40	Zoom meetings INV110729318
7S613872KK245134B	14/10/2021	14/10/2021	Viking Payments	37.72	31.43	6.29	Stationery inv 7757104
54K912060936540D	17/10/2021	17/10/2021	Viking Payments	62.36	51.97	10.39	Stationery inv 7773099
18Y791740S743515	20/10/2021	20/10/2021	Bvdirect	9.99	9.99	0.00	Computer cleaner 15-07755-00735
8JX11203PU753911Y	20/10/2021	20/10/2021	Toolstation	44.88	37.40	7.48	Traffic cones inv CWW12616181
<b>CHEQUES</b>							
<b>Cheque no</b>							
2558	26/10/2021	26/10/2021	Pauline Collins	***	***	***	Salary - October 2021
2559	26/10/2021		Pauline Collins Clerk's expenses				Cheque total £93.26
		28/09/2021	SLCC	36.00	30.00	6.00	Training inv BK203608-1
		01/10/2021	SLCC	52.31	50.91	1.40	Publications inv ORD505014-1
		05/10/2021	Tesco	1.65	1.65	0.00	Milk for 05/10/21
		23/10/2021	Tesco	3.30	3.30	0.00	Milk for 23/10/21
2560	26/10/2021	30/09/2021	Fairlight Village Hall	48.00	48.00	0.00	Hall Hire - September 2021
2561	26/10/2021	06/10/2021	Countrymans Contractors Ltd	363.43	302.86	60.57	Grass cutting inv SI-3237
2562	26/10/2021	06/10/2021	The Acorn Workshop	1218.00	1015.00	203.00	Noticeboard Channel Way inv 1885
2563	26/10/2021	31/10/2021	Rialtas Business Solutions Ltd	148.80	124.00	24.80	Accounts s/ware maintenance inv SM24258
2564	26/10/2021	06/10/2021	ESLAC Ltd	96.00	80.00	16.00	Training Cooke/Stewart inv 949
2565	26/10/2021	19/01/2021	AB Fire & Security	67.20	56.00	11.20	CCTV inv 350310
			TOTAL	3869.90	3514.60	355.30	

### Correspondence Received

Resident – Overhanging branches  
RDC Discretionary Disabled Grants  
RDC Infrastructure Delivery Plan

### Correspondence sent

RDC – Market Garden Site  
Residents x 2 – Overhanging branches/trees