

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

Clerk: Mrs Pauline Collins

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Minutes of Full Council Meeting held on Tuesday 25th January 2022 at Fairlight Village Hall at 7.00 pm

Present: Councillors – Ms I Horsley (Chair), Mr G Smith, Mr S Leadbetter, Ms L Cooke, Mr D Greenup.

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

RESPECT AND CIVILITY

Prior to the commencement of the meeting Cllr Horsley highlighted the need for both respect and civility from Councillors and the Public during discussions.

ACTION

22001 Apologies for absence (Including resolutions to accept reason for absence by Councillors)

Councillors – Mr David Shortman, Mr S Stewart, Ms D Martin, Miss C Sharpe, **Resolved** to accept the reason for absence

22002 Code of Conduct and Disclosure of Interests

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

Item 17(c) Cllr Horsley is a member of the Fairfest Group

22003 Public questions in respect of items on the agenda

None

22004 County and District Councillors reports

Cllr Maynard reported on ESCC budget – no cuts, increase to reserves for adult social care. Increase in council tax for 2022/23.

Cllr Bird – nothing to report but requested to be involved in item 15(b)

Cllr Mier reported on RDC planning system has improved, new enforcement plan, Afghan refugees' relocation and RDC Community Lottery

22005 Minutes of meeting held on Tuesday 23rd November 2021

The minutes were distributed to Councillors prior to the meeting and made available to the Public at the meeting.

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

22006 Matters arising from the minutes not otherwise on the agenda

None

22007 Financial Matters

- (a) To consider and approve schedule of payments and receipts for December 2021 and January 2022

Resolved to approve the payments for December 2021 and January 2022.

- (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.

- (d) To appoint a panel to consider community grant applications for 2022/23

Resolved Cllrs Greenup, Smith and Cooke appointed to grants panel

DG/GS/LC

- (e) To appoint an internal auditor for the financial year end 2021/22

Resolved to contract Mulberry & Co to carry out 2021/22 internal audit.

Clerk

- (f) To approve payment of 1.75% NJC proposed cost of living rise to Clerk wef 1st April 2021 (Cllr Horsley)

Resolved to pay the proposed 1.75% NJC cost of living rise to the Clerk from 1st April 2021 and to implement any further increase once the pay award has been agreed if necessary.

Clerk

22008 Budget and Precept 2022/23

- (a) To discuss and approve budget and precept request for 2022/23

Resolved to approve the budget for 2022/23 and request £70,000 precept from RDC.

Clerk

22009 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 reported that a new manager has been appointed – Ms Sue Learoyd-Smith.

22010 Land Management Group

- (a) To receive the monthly report

- Cllr Smith – Wood Field and Highways

Volunteers have planted 300 whips on Wood Field from Closing the Gap grant.

Cllr Maynard will arrange another village walkabout with the ESCC

Highways Steward to discuss/update the works required to the roads.

- Cllr Sharpe – Fixed Assets and Village Sign

Nothing to report

- Cllr Horsley – Water/drainage issues

No issues this month.

- (b) To consider and approve the application for the Village Caretaker contract

Resolved to approve the application for the Village Caretaker contract

Clerk

- (c) To consider and approve tenders for Knowle Wood Tree Work

Planning application for the TPOs has been submitted. A resident suggested a bat survey be carried out on the wood prior to work starting. Cllr Horsley to walk the wood to identify trees on the 2020 tree survey and any requiring urgent work.

Resolved to accept the tender submitted by Oakden Tree Care. In addition, to commission a bat survey prior to tree work commencing. A supplementary comment to be added to the planning application in respect of this bat survey.

Clerk

ACTION

- (d) To consider/approve the purchase of a small grit bin for Sea Road/Lower Waites Lane

Resolved to purchase a small grit bin. Location to be finalised.

Clerk

20011 Community Hub (Faircomm.) Steering Group

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

Initial plans have been received from Pump House and amendments/alterations have been discussed by the steering group and communicated to the architects.

The Woodland Trust will be providing over 400 whips to be planted behind the Activate Hut and beyond to create a boundary wildlife and bird friendly hedge.

22012 Finance and Administration Committee

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

No items to report

- (b) To review and adopt the Parish Council Action Plan

The Action Plan had been reviewed by Councillors and will be updated on the website.

Resolved to adopt the revised action plan

SS

22013 Parish Council Website and Facebook

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

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

22014 War Memorial Steering Group

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

The project is continuing slowly. The church faculty and RDC planning documents have been prepared and have been sent. A fund-raising thermometer has been placed next to St Peter's Church to record progress of pledges and donations. Donations and pledges to date has reached £4000.

22015 Speeding within Fairlight

- (a) To consider and propose action to be taken re "20's Plenty for Us" Campaign (20mph)

Councillors discussed this campaign. Cllr Maynard stated the speed limit should be appropriate for road rather than a blanket speed limit. ESCC Road Safety Officer can survey roads upon request. However, there are costs involved.

Resolved to take no further action.

- (b) To note/discuss ESCC response to 40 mph signage issues

Standing Orders were suspended for County and District Councillors to be involved in discussion.

County, District and Parish Councillors debated the response and considered future action.

Resolved to continue to pursue this issue and get ESCC Road Safety involved

GS

22016 Meetings/training attended

RALC – Cllrs Stewart and Horsley reported on this meeting

ACTION

22017 Events 2022

To discuss/consider/approve actions

- (a) Sustainable Fairlight – 12th March 2022
Date to be change to a Saturday in April 2022
- (b) Parish Assembly – Date and theme required for May 2022
Dates to be circulated and proposed themes to be suggested
- (c) Queen’s Platinum Jubilee – June 2022 (Cllr Horsley)
 - Fairlight Fun Scarecrows
 - Jubilee Lunch
 - Request from Fairfest to use Wood Field for village events (2nd – 6th June)

Clerk

Councillors/Clerk

Jubilee Group

Resolved to allow Fairfest to use Wood Field for Jubilee events – subject to appropriate insurance, risk assessments etc

- (d) Proposed Christmas Day Lunch for residents (Cllr Sharpe)
Councillors supported this proposed event but the organising/funding raising etc would be independent to the Parish Council

22018 Correspondence

All correspondence had been circulated to Councillors and was available to the Public.

items requiring a response/action/to note

- (a) Rother District Council’s Budget Consultation
- (b) Future Proofing our Water Supplies - WRSE (Water Resources South East) – Emerging Regional Plan Consultation

Resolved that Councillors would not comment on either of these items

22019 Information to note only

The winners of the Christmas Light Competition were nos. 19 and 20 Waites Lane. Donations have been made to MOPP and the Fairlight War memorial Project.

22020 Future agenda items

None

22021 Date of next meeting – Tuesday 22nd February 2022 at 7.00pm in the Village Hall

22022 Close of meeting

Meeting closed at 7.53pm

Open Forum

Members of the public and councillors discussed Speedwatch and other speeding issues.

Signed: _____ Date: _____
Chair

Payment Schedule for December 2021 and January 2022

| PAYMENTS | Date Paid | Invoice Date | Payee | Gross | Net | VAT | Details |
|----------------------|------------|--------------|----------------------------------|---------|---------|--------|-------------------------------------|
| DIRECT DEBITS | | | | | | | |
| DD | 10/12/2021 | 02/11/2021 | EE | 22.62 | 18.85 | 3.77 | Mobile phone inv V01937896073 |
| PAYPAL | | | | | | | |
| 4NU10787PU338094M | 02/12/2021 | 02/12/2021 | Fasthosts | 12.00 | 10.00 | 2.00 | Web hosting inv 63284393 |
| 2BL51145YW756822P | 02/12/2021 | 02/12/2021 | Zoom | 14.39 | 11.99 | 2.40 | Zoom meetings INV121014885 |
| 1M4675563N5123503 | 09/12/2021 | 09/12/2021 | Viking Payments | 58.62 | 48.85 | 9.77 | Stationery inv 8091899 |
| O-2A962292XS045463N | 13/12/2021 | 13/12/2021 | Royal Mail | 66.00 | 66.00 | 0.00 | Stamps no 7508489 |
| CHEQUES | | | | | | | |
| Cheque no | | | | | | | |
| 2574 | 25/12/2021 | 24/12/2021 | Pauline Collins | ***** | ***** | ***** | Salary - December 2021 |
| 2575 | 25/12/2021 | | Pauline Collins Clerk's expenses | | | | Cheque total £941.70 |
| | | 24/11/2021 | Post Office - recorded delivery | 3.79 | 3.79 | 0.00 | War memorial planning application |
| | | 10/12/2021 | Green-tech Ltd | 223.20 | 186.00 | 37.20 | Tree supports inv GT015595 |
| | | 10/12/2021 | Hope Grove Nurseries Ltd | 678.22 | 565.19 | 113.03 | Hedging etc inv 2021-20130 |
| | | 18/12/2021 | Staples | 36.49 | 30.41 | 6.08 | Archiving folders |
| 2576 | 25/12/2021 | 25/12/2021 | HMRC | 1322.18 | 1322.18 | 0.00 | Tax & NI 06/10/21 - 05/01/22 |
| 2577 | 25/12/2021 | 30/11/2021 | Fairlight Village Hall | 60.00 | 60.00 | 0.00 | Hall Hire - November 2021 |
| 2578 | 25/12/2021 | 08/12/2021 | Autela Payroll Services | 50.40 | 42.00 | 8.40 | Payroll services Oct - Dec inv 7672 |
| 2579 | 25/12/2021 | 09/11/2021 | Mr G Smith | 84.95 | 70.79 | 14.16 | Hi Tec Timber GR047945 |
| 2580 | 25/12/2021 | 25/11/2021 | Ms C Sharpe | 39.96 | 33.32 | 6.64 | Udemy training GB2021-639555 |

| PAYMENTS | Date Paid | Invoice Date | Payee | Gross | Net | VAT | Details |
|----------------------|------------|--------------|----------------------------------|---------|---------|--------|--|
| DIRECT DEBITS | | | | | | | |
| DD | 10/01/2022 | 02/01/2022 | EE | 22.62 | 18.85 | 3.77 | Mobile phone inv V01948039461 |
| PAYPAL | | | | | | | |
| OTH732193D5344846 | 02/01/2022 | 02/01/2022 | Fasthosts | 12.00 | 10.00 | 2.00 | Web hosting inv 64291353 |
| 30549475T8876824D | 02/01/2022 | 02/01/2022 | Zoom | 14.39 | 11.99 | 2.40 | Zoom meetings INV125835739 |
| CHEQUES | | | | | | | |
| Cheque no | | | | | | | |
| 2581 | 25/01/2022 | 25/01/2022 | Pauline Collins | ***** | ***** | ***** | Salary - January 2022 |
| 2582 | | | Pauline Collins Clerk's expenses | | | | Cheque total £5.65 |
| | | 15/01/2022 | Tesco | 5.65 | 5.65 | 0.00 | Refreshments Volunteer Group 15/01/22 |
| 2583 | 25/01/2022 | 21/12/2021 | AB Fire & Security | 67.20 | 56.00 | 11.00 | CCTV - inv 351472 |
| 2584 | 25/01/2022 | 31/12/2021 | Fairlight Village Hall | 16.00 | 16.00 | 0.00 | Hall Hire - December 2021 |
| 2585 | 25/01/2022 | 25/01/2022 | Marsham Older People's Project | 50.00 | 50.00 | 0.00 | Winners of Brighter Fairlight - charity donation |
| 2586 | 25/01/2022 | 23/12/2021 | Pump House Designs Ltd | 1710.00 | 1425.00 | 285.00 | Interim Fee inv 15189 |
| 2587 | 25/01/2022 | 20/12/2021 | I Horsley expenses | 35.55 | 29.63 | 5.92 | Keys cuts for V/hall and noticeboards |

Correspondence Received

ESCC response to speed sign enquiry
 ESCC Tree surveying and felling
 Southern Water/WRSE -Futureproofing our water supplies
 Briefing 20's plenty (speeding in villages)
 Residents re planning applications

Correspondence sent

Residents re planning applications
 Regimental Ass – WMSG funding
 ESCC speed signs
 ESCC Urban grass cutting
 EB Sculpture – preferred supplier