

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

Clerk: Mrs Pauline Collins

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Minutes of Full Council Meeting held on Tuesday 27th September 2022 at Fairlight Village Hall at 7.00 pm

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

County and District Councillors – Cllrs C Maynard and A Mier
Parish Clerk - Mrs P Collins

ACTION

22142 Apologies for absence (Including resolutions to accept reason for absence by Councillors)

Apologies received from Cllr R Bird

Resolved to accept the reasons for absence

22143 Code of Conduct and Disclosure of Interests

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

None

22144 Public questions in respect of items on the agenda

None

22145 County and District Councillors reports

Cllr Mier reported on

The Market Garden site and his discussions with the case officer. This application will be called in to the RDC Planning Committee in November and late comments will be accepted. The Bale House planning application to HBC.

Bexhill major sewage spillages and proposed discussions with Southern Water.

Proposed staff pay increases.

Cllr Maynard reported on the budget for 2023/24, the Ukrainian refugees situation.

Cllr Horsley raised the highways issue re the Market Garden planning application

Resolved to write to ESCC Highways re this application– copies to Cllrs Maynard and Mier.

CLERK

22146 Minutes of meeting held on Tuesday 26th July 2022

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.

21147 Matters arising from the minutes not otherwise on the agenda

None

22148 Parish Councillor co-option

- (a) To accept and vote on the application to be co-opted as a parish councillor
Resolved to accept Mr Ronald Fellows-Turnbull as a co-opted parish councillor.

22149 Financial Matters

- (a) To consider and approve schedule of payments and receipts for August and September 2022
Resolved to approve the payments for August and September 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 note the commencement of a new CCTV maintenance contact
New contract noted

22150 Year end accounts 2021/22

- (a) To receive the external auditors report on 2021/22 accounts
There were no findings to report or actions to be taken. Accounts for 2021/22 are now completed.

22151 Budget and year end accounts 2022/23

- (a) To approve the ear marked reserves allocation for 2022/23
Resolved to approve the ear marked reserves allocated for 2022/23 (see below)

22152 Internal and external auditors

- (a) To discuss and approve the appointment of Mulberry & Co as internal auditor for 2022/23 and 2023/24
Resolved to appoint Mulberry & Co as internal auditors for the next two years
- (b) To discuss and approve the SAAA opt-in or opt-out central external auditor appointment arrangements for 2022/23 to 2026/27.
Resolved to opt in to the SAAA arrangements for 2022 to 2027

22153 Rother District Council – Strategic Community Infrastructure Levy

- (a) To discuss and approve to submit an expression of interest to this fund
Resolved to submit expressions of interest to this fund for the new community hub and possible playground update.

22154 Planning Committee

- (a) To receive the monthly report
Details of the planning applications, decisions and comments from the Planning Committee meetings were reported (see below).

22155 Land Management Group

- (a) To receive the monthly report
- Cllr Smith – Wood Field and Highways
Cllr Smith reported on Wood Field and Highways. (See below). Also, the Knowle Wood volunteers will be coppicing some of the trees on Saturday 22nd October.
 - Cllr Sharpe – Fixed Assets and Village Sign
No updates

- Cllr Horsley – Water/drainage issues
There have been major leaks on Rockmead and Sea Road near The Ark. These are being dealt with by Southern Water. The issues are with the old asbestos type pipes.

- (b) To discuss and resolve the next steps for a proposed new village sign (Cllr Horsley)
This project has been passed to the FRA who will continue to procure a new sign.

22156 Urban and rural grass cutting

- (a) To consider and approve the options from ESCC in respect of urban grass cutting (verges) for 2023
Resolved to request six urban cuts from ESCC at an additional cost of £1555 to the 2023/24 budget.
- (b) To consider and approve the extension of the rural grass cutting contract for 2023 to 2025 (inc)
Resolved to extend the contract with Countrymans to 2025 (inc)
- (c) To approve the cutting of Channel Way verge for 2022/23 and fee (up to £450) – as per Natural England requirements
Resolved to approve the cutting of Channel Way verge up to the fee of £450

22157 Community Hub Committee (Faircomm.)

- (a) To receive the monthly report (Cllr Stewart)
Cllr Stewart reported on progress to date. (See below)

22158 Finance and Administration Committee

- (a) To receive a monthly report (Cllr Horsley)
Cllr Horsley reported on this Committee (See below)
- (b) To note new funds allocated and approved by the F and A Committee
£200 start up for Christmas Cracker (Christmas Day event)
£500 match funding for Warm Up Fairlight (Café and information hub)
Funding allocation noted.
- (c) To approve the application to RDC for a grant to support the Warm Up Fairlight project of £500-£1000
Resolved to approve an application to RDC for £750 match funding.
- (d) To note the monthly fee to be charged to Hastings AFC for the use of Wood Field - £100*
Monthly fee to be charged was noted.
- (e) To note the session fees to be charged to Carly's Forest School for the use of Knowle Wood - £5 to £10*
Session fee to be charged was noted.

*Note – (d) and (e) – These fees do not include agreed amounts payable for the use of Activate Hut and associated services

22159 Fairlight Christmas Cracker and Warm Up Fairlight events

- (a) To receive an update on Fairlight Christmas Cracker (Christmas day event)
Cllr Sharp provided information on this project.
- a proposed Christmas Day event from 10am to 6pm in the village hall. Lunch and entertainment to be provided for a small charge. Also, a drop in afternoon for mince pies etc. Cllr Sharp and volunteers will run the event. Local businesses will be approached for a donation. The aim of this event is to help residents who are isolated and alone at Christmas.

- (b) To receive an update on the Warm Up Fairlight project
This event will run from October 2022 to March 2023. Mondays in the village hall, Wednesdays in St Peters and Fridays will be the Friday Lunch Club (MOPP). Funded by the Parish Council, donations and a proposed grant from RDC. First meeting to be Monday 17th October from 10am to 4pm. To provide refreshments and a small lunch. These events will be run by volunteers in conjunction with the Parish Council, St Andrews Church, the FRA and MOPP. The aim of these events is to provide a warm space, prevent social isolation and aid mental health.

22160 Parish Council Website and Facebook

- (a) To receive a monthly report (Cllr Stewart)
Cllrs Stewart and Sharp continue to upgrade the current website.
Resolved to produce a type of business card advertising the PC and village websites.

22161 War Memorial Steering Group

- (a) To receive an update on the project (Haydon Luke)
The church faculty has been approved. The new priest in charge at St Andrews will be invited to the next meeting. An invoice for the deposit has been requested from EB
- (b) To note the receipt of the church faculty approval.
Receipt of the church faculty approval duly noted.
- (c) To note the order has been placed with EB Sculpture.
It was noted that the order for the stone had been placed.

22162 Hastings Country Park

- (a) To receive a monthly update (Haydon Luke)
A planning application had been submitted to HBC to extend the opening hours of the Bale House. Local residents have raised concerns and have been advised to comment.
- (b) To discuss Hastings Borough Council's out of hours facilities for the Bale House and Country Park
Resolved to place the telephone number on the PC website

22163 Civility and Respect

- (a) To discuss and approve to sign up to the NALC civility and respect pledge
Resolved to sign up to the pledge

22164 Meetings/training attended

None

22165 Correspondence

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

22166 Information and/or Future Agenda Items

2023/24 Budget

22167 Date of next meeting – Tuesday 25th October 2022 at 7.00pm in the Village Hall.

22168 Close of meeting

Meeting closed at 8.35 pm

Open Forum

Residents raised points on:

- The stolen car on Waites Lane

Signed: _____

Chair

Date: _____

REPORTS FOR PARISH COUNCIL MEETING ON 27TH SEPTEMBER 2022

Agenda item 8(a) - Schedule of payments and receipts for August and September 2022

PAYMENTS	Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS							
DD	10/08/2022	02/08/2022	EE	24.72	20.60	4.12	Mobile phone inv 02014580224
DD	17/08/2022	17/08/2022	PWLB	1236.51	1236.51	0.00	Loan repayment 2022/23 1st half
PAYPAL							
4H325829R5239660T	02/08/2022	02/08/2022	Fasthosts	12.00	10.00	2.00	Web hosting inv 66365593
6LB009054J580541N	03/08/2022	03/08/2022	Fasthosts	28.78	23.98	4.80	Domain renewal inv 66376200
10B657489A692494M	02/08/2022	02/08/2022	Zoom	14.39	11.99	2.40	Zoom meetings INV 160296613
91A21700J1029882K	28/07/2022	28/07/2022	Viking	61.16	50.97	10.19	Office supplies inv 7302981
9UL30121LR092342C	29/07/2022	29/07/2022	Viking	178.80	149.00	29.80	Office supplies inv 7309401
49M58802FE1208645	19/08/2022	19/08/2022	Fasthosts	42.00	35.00	7.00	SSL Certificate renewal inv 66518409
CHEQUES							
Cheque no							
2659	23/08/2022	23/08/2022	Pauline Collins	****	****	****	Salary - August 2022
2660	23/08/2022		Pauline Collins				Expenses - £1283.94
		27/07/2022	Jempsons	12.00	12.00	0.00	Thank you and sympathy cards
		04/08/2022	Post Office	40.80	40.80	0.00	60 2nd class stamps
		10/08/2022	Eco Green Communities	340.74	283.95	56.79	Dog waste bags in 0362
		12/08/2022	NBB Recycled furniture	615.60	513.00	102.60	Disabled bench inv 3481011
		16/08/2022	SLCC	18.00	15.00	3.00	Civility and respect training inv BK207053-1
		18/08/2022	Defibshop	256.80	214.00	42.80	Defib battery W/Field inv 1000098493
2661	23/08/2022	01/08/2022	Countrymans Contractors Ltd	377.15	314.29	62.86	Grass Cutting (4) inv SI-3532
2662	23/08/2022	31/07/2022	Fairlight Village Hall	82.00	82.00	0.00	Hall hire - July 2022
2663	23/08/2022	25/07/2022	AB Fire & Security	69.55	57.96	11.59	CCTV July inv 355144
2664	23/08/2022	18/08/2022	Mr P Banbury	225.00	225.00	0.00	Caretaker contract - inv 8 August 2022
2665	23/08/2022	15/08/2022	M Newcombe	425.00	425.00	0.00	Bat survey - Knowle Wood inv 2572/D162
2666			SPOLIT				
2667	23/08/2022	17/08/2022	HAPTC	15.00	15.00	0.00	Training I Horsley inv 2223/220
2668	23/08/2022	13/08/2022	G Smith - Timpson	42.00	42.00	0.00	Keys cut - Activate hut
2669	23/08/2022	08/08/2022	Diocesan Registry	311.20	311.20	0.00	Faculty fee for war memorial
	23/08/2022	12/04/2022	AB Fire & Security	156.00	130.00	26.00	CCTV Call out and works inv 353506
	23/08/2022	06/07/2022	AB Fire & Security	-156.00	-130.00	-26.00	Credit note for inv 353506 CNote355011
			TOTAL	6520.46	6180.51	339.95	

PAYMENTS	Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS							
DD	10/09/2022	02/09/2022	EE	24.72	20.60	4.12	Mobile phone inv V02025306709
PAYPAL							
18W45888562360825D	02/09/2022	02/09/2022	Fasthosts	12.00	10.00	2.00	Web hosting inv 66658041
16102232T37018922	02/09/2022	02/09/2022	Zoom	14.39	11.99	2.40	Zoom meetings INV 164823645
8TL9519305123884E	06/09/2022	06/09/2022	Viking	22.40	18.67	3.73	Office supplies inv 9175265
CHEQUES							
Cheque no							
2670	27/09/2022	27/09/2022	Pauline Collins	****	****	****	Salary - September 2022
2671	27/09/2022		Pauline Collins	43.20	36.00	7.20	Expenses - Keys inv 39119
2672	27/09/2022	27/09/2022	HMRC	2076.34	2076.34	0.00	Tax & NI 06/07/22 - 05/10/22
2673	27/09/2022	01/09/2022	Countrymans Contractors Ltd	377.15	314.29	62.86	Grass Cutting (5) inv SI-3584
2674	27/09/2022	31/08/2022	Fairlight Village Hall	32.00	32.00	0.00	Hall hire - August 2022
2675	27/09/2022	25/08/2022	AB Fire & Security	69.55	57.96	11.59	CCTV Aug 2022 inv 355692

2676	27/09/2022	06/09/2022	Autela Payroll Services	49.96	41.63	8.33	Payroll Jul - Sept inv 9943
2677	27/09/2022	15/09/2022	Mr P Banbury	180.00	180.00	0.00	Caretaker contract - inv 9
2678	27/09/2022	14/09/2022	I Horsley expenses	25.95	25.95	0.00	Lettering for banners
2679	27/09/2022	14/09/2022	PKF Littlejohn LLP	360.00	300.00	60.00	External audit fee inv SB20222044
2680	27/09/2022		EB Sculpture				Deposit for war memorial
							Invoice not available at time of print
			TOTAL	5159.21	4996.98	162.23	

Agenda item 10 - Budget and year end accounts 2022/23

(a) To approve the ear marked reserves allocation for 2022/23

Fixed assets replacement	2000
Shed for BBQ	1000
Grit bin Sea Rd	150
Dog bag station installation	450
Bat survey Knowle Wood	425
Generator costs Jan-Mar 22	1000
Additional CCTV work	575
Additional grants	1000
New play equipment for youngsters	2100

Total £8700

Agenda item 13 - Planning Committee

1) Planning applications

Weeks 29 – 31 No applications

Week 32

RR/2022/1910/O Milestones, 12 The Close, Fairlight TN35 4AQ

Certificate of lawfulness for the proposed construction of a prefabricated outbuilding.

Following discussions, the Committee agreed the following comments:

- i) Fairlight Parish Council has no objections to this application.
- ii) The prefabricated outbuilding should be permitted solely as ancillary use for the existing dwelling and shall not be occupied by any person who is not a member of the family residing in the family dwelling. Reason: In the interests of protecting the character of the area and precluding the creation of a separate residential dwelling which would require planning permission in its own right, and would be subject to compliance with standards for internal space, separate external amenity space and the provision of separate parking facilities.
- iii) Any comments from neighbours should be taken into account.

RR/2022/1954/P Treetops, 57 Battery Hill, Fairlight TN35 4AP

Erection of lower ground rear extension & garage conversion to the house to form additional accommodation for the family. The existing roof terrace increases over extended space. New detached double garage to the front area of the property.

Following discussions, the Committee agreed the following comments:

- (i) Fairlight Parish Council has no objections to this application.
- (ii) The lower ground extension should be permitted solely as ancillary use for the existing dwelling and shall not be occupied by any person who is not a member of the family residing in the family dwelling. Reason: To prevent the creation of a separate residential dwelling which would require planning permission in its own right, and would be subject to compliance with standards for internal space, separate external amenity space and the provision of separate parking facilities.
- (iii) Any comments from neighbours should be taken into account

RR/2022/1956/P 43 Knowle Road Tayvallich, Fairlight. TN35 4AT

Ground floor and first floor extensions.

Following discussions, the Committee agreed the following comments:

- i) A Construction Management Plan which confirms:
 - storage of material onsite, parking of all construction vehicles on site and consideration in respect of delivery vehicle size due to narrowness of Knowle Road and continued access for residents
- ii) Comments from neighbours should be considered

Week 33

No applications

Week 34

RR/2022/2069/P Former Market Garden Lower Waites Lane, Fairlight TN35 4DB

Variation of Conditions(s) 2, 22, 23 imposed on RR/2017/457/P. To amend site layout to accommodate enlarged wildlife area.

Following discussions, the Committee agreed the following comments:

- i) Fairlight Parish Council would request that this application is called in to the RDC Planning Committee.
- ii) The Parish Council objects to this application on the grounds of:
 - The significant reduction in the turning circle
 - The removal of two parking spaces
 - The reduction in size of the bin store and the distance from the properties who will utilise it.
 - The removal of the bike store.
 - The effects on the attenuation tank(s) size
 - The welfare of badgers including the new and existing badger setts on the site
- iii) Comments from neighbours should be considered

The Planning Committee resolved to produce a flyer for distribution to residents near this site. This would provide information about the application. Details would also be posted on the Parish Council website.

RR/2022/2097/P Datcha, Clinton Way, Fairlight TN35 4DL

Erection of a replacement dwelling following complete loss through fire damage at Datcha, Clinton Way, Fairlight

Following discussions, the Committee agreed the following comments:

- i) A Construction Management Plan which confirms:
 - that only small vehicles and small-scale construction equipment is to be used during both the demolition and the building periods.
 - that only small skips, small skip lorries and other small vehicles will be used during the period of the building process.
 - Contractors' vehicles should be parked within the site and not in Lower Waites Lane, including passing bays as they are emergency parking bays.
 - materials should be off loaded at a convenient location and move in small load to the site due to the weight restriction on the bridge at the junction of Lower Waites Lane and Clinton Way
- ii) An environmental survey should be carried out
- iii) Comments from neighbours should be considered

RR/2022/2106/P 1 The Close, Ness View, Fairlight TN35 4AQ

Variation of Condition 2 and 3 imposed on RR/2022/163/P to amend approved drawings and materials.

Following discussions, the Committee agreed the following comments:

- i) The Planning Committee had no objections to these variations and had no additional comments to make.
- ii) Comments from neighbours should be considered

RR/2022/753/P Fairhurst, The Avenue, Fairlight TN35 4DE – Amendment to plans

Proposed new roof, alterations and improvements to external appearance of dwelling, new roof for storage to detached garage and replacement of stables with new outbuilding for home office/gym.

Following discussions, the Committee agreed the following comments:

- i) The Planning Committee would like to re-iterate their comments made to RDC on 13th May 2022 and again recommend a geological survey is carried out due to the potential loading on the cliffs and the water flows – both underground and overflowing the cliffs

HS/FA/22/00601 Visitor Centre Hastings Country Park, (The Bale House), Lower Coastguard Lane, Fairlight, Hastings, TN35 4AB

Variation of condition 3 (operational hours) of Planning Permission HS/FA/14/01033 (Erection of a new visitor centre) Amendment - Change in operational hours to 9am-9pm (for community use) Monday – Sunday

Following discussions, the Committee agreed the following comments:

- i) Due to the close proximity to a residential area, it is suggested that conditions should be imposed
- No licences for alcohol, music etc are issued
 - For educational use only rather than commercial
 - A set number of days per month only are set aside when the hours are extended into the evening
 - Consideration should be given to the disruption to the wildlife in the area from additional people and vehicles producing light, noise and other pollutants to the site.

The Planning Committee resolved to produce a flyer for distribution to residents near this site. This would provide information about the application. Details would also be posted on the Parish Council website.

Weeks 35 – 36

No applications

Week 37

RR/2022/2284/T Russetts, Warren Road, Fairlight TN35 4AN

T1: Ash - reduction of a major lateral branch at top of the tree

To be discussed

2) Planning decisions

Applications approved

RR/2022/463/P - St Andrews Church

RR/2022/1443/0 - 26 Woodland Way

RR/2021/2522/P - 85 Battery Hill

RR/2022/1239/P - Rye Prospect, Coastguards Lane

RR/2022/925/P - 4 The Close

Appeal refused

2778 Pett Level Road - Land South of, Fairlight Cove, Fairlight

Agenda item 14 - Land Management Group

Cllr Smith

Wood Field

I am pleased to report that Hastings Athletic FC have started using Woodfield and have signed a year's agreement. Hopefully if successful this may continue, and I am sure the club will be beneficial in helping the maintenance of the field.

Now that autumn is here, I will try to find the time to clear the weed growth around the new hedging that was planted and I will try and work out a maintenance program to address the edges of the field to commence next spring.

Knowle Woods

It has after a meeting with Land Management and Sue Clarke, been agreed that light maintenance will be carried out to maintain the wood by a volunteer group led by her. As mentioned in July's report this will be non-invasive and will concentrate on paths, bramble control and work to enhance the middle strata and glades. Some 'shout for extra help' will go on for more volunteers to achieve heavier work such as coppicing and movement of wood after the cutting following the tree inspection.

I am also pleased to announce that 'Carly's Forest School' has been fully agreed and has commenced. As this is a new adventure it has been agreed there will be a free of charge initial five weeks. If successful, then there will be a small fee per session. Again, like the football club I am sure benefits for the field and woods will follow.

Swing Park

I am more than pleased to report that we have been successful in our application for a grant towards the new 'toddler' play equipment. This will be match funded by the Parish Council, with a large donation from Activate along with some fund raising from the Nursery Group. Although this will be an expenditure, I believe it will be a great enhancement to the swing park, which is lacking in 'toddler' equipment. Along with new equipment we will also be replacing the barked area around the small slide with rubber matting

Other Matters

Hopefully before October's meeting, I will get the chance to inspect all PC assets in the parish. I am aware that many require maintenance and some even replacement. It will be my intention to address most of these myself to lower costs sometime in the near future.

After a meeting with the FRA, it has now been agreed that they will investigate avenues to replace the village sign.

Highways

I haven't dealt with any major issues regarding highways recently. I am still awaiting any outcome from the meeting with Ian Johnson which I shall chase. I continue to report issues that I see.

Agenda item 16 - Community Hub (Faircomm.) Committee

The planning conditions relating to the New Community Hub are still being addressed with Pump House. Until this is done no work can be started.

The first meeting with Nice Work took place on Wednesday 21st September. This company deals with most of the races that are held in the South East. The idea is to have a 10k run within the village. It will start and end on Wood Field. It is hoped that we can invite other events to take place at the same time and make it a community involvement day with stalls etc. Preliminary talks are taking place to see if this could be an annual event and a way of providing on-going funding towards the running of the new Community Hub.

Agenda item 17 - Finance and Administration Committee

The Finance Committee met to review the current year's budget and start to plan next year's budget. Items for next year's budget were discussed. If there are any items that you wish to be considered for next year's budget, please let the Parish Clerk know.

After discussion and explanation, we recommend that the Parish Council donated a grant to Fairlight Christmas Cracker of £200.

We also recommend the Parish Council makes a grant of £500 towards Warm Up Fairlight. The Parish Council is working with MOPP, FRA and St Andrews Church on these projects.

We approved the fees for Carley's Forest School and those for the Hastings Athletic Football Club.