

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

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Minutes of Full Council Meeting held on Tuesday 28th March 2023 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 R Turnbull, Mr G Smith, Ms A Hohenkerk

County and District Councillors – Mr A Mier
Proper Officer/RFO - Mrs P Collins

ACTION

2117222304 **Apologies for absence** (Including resolutions to accept reason for absence by
6 Councillors)
None

23047 **Chairman's Report** (Civility and respect, code of conduct, public participation etc)
Details of Cllr Horsley's report below.

23048 **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 Horsley – items 9(a) and 11(d) – Member of Fairfest Committee
Cllr Sharpe – item 9(a) – Provider of Fairlight Focus village website
Cllr Fellows-Turnbull – item 9(c) – Secretary of Royal British Legion, Pett Branch
Cllr Hohenkerk – item 9(a) – Member of MOPP Committee
Cllr Smith – item 11(e) – Member of Activate Youth Club Committee

23049 **Public questions in respect of items on the agenda**
None

23050 **County and District Councillors reports (See below)**
To note the pre-election period starts on Wednesday 24th March and runs to Thursday 4th May.
Cllr Mier re-iterated that during the pre-election period RDC would continue business as usual, making decisions and representing the residents.

23051 **Minutes of meeting held on Tuesday 28th February 2023**
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.

23052 **Matters arising from the minutes not otherwise on the agenda**
None

23053 Financial Matters

- (a) To consider and approve schedule of payments and receipts for March 2023
Resolved to approve the payments for March 2023.
- (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.

23054 Grants and donations 2023/24

- (a) To discuss/approve amounts for grant applications from Fairfest, Fairlight History Group, Fairlight Playgroup, Fairlight Village Hall, MOPP, St Andrews Church, Village Website, Fairlight Gardening Club, The Archive and Resources Centre (in Pett). **PO**
Resolved to approve all grants as recommended by the Grants Panel (see table below)
- (b) To discuss/approve amounts for donations to Victim Support, Pett Level Rescue Boat, John Lutman Award and Christmas Lights Competition charity donations. **PO**
Resolved to approve all donations as recommended by the Grants Panel (see table below)
- (c) To discuss/approve a donation request from the local Royal British Legion Branch towards a coronation "Royal High Tea" event to be held on 8th May 2023. **PO**
Resolved to approve a donation to the local Royal British Legion Branch (see table below)

23055 Planning Committee

- (a) To receive the monthly report **PO**
Details of the planning applications, decisions and comments from the Planning Committee meetings were reported (see below). The Market Garden Site will be a regular agenda item for this Committee until the build is complete.

23056 Land Management Group

- (a) To receive the monthly report **PO**
 - Cllr Smith – Wood Field and Highways
Cllr Smith reported on Wood Field and Highways. (Report below). Reports have been received of cyclists in Knowle Wood. No cycling signs are proposed at the main entrances to the wood.
 - Cllr Sharpe – Fixed Assets
Nothing to report
 - Cllr Horsley – Water/drainage issues
Cllr Horsley reported on issues
- (b) To note the approval of the quotation for the installation of the new playground equipment **PO**
Resolved to approve the quotation from Paine and Son for the installation of the new playground
- (c) To note Hastings Athletic FC additional evening's use of Wood Field
Resolved to note Hastings Athletic FC additional evening's use of Wood Field on a Thursday
- (d) To approve the request from Fairfest for the use of Wood Field on 24th June 2023 for a Midsummer Party and Picnic event **PO**
Resolved to approve the use of Wood Field for this event.
- (e) To approve the request from the Activate Youth Club for the use of Wood Field on 20th May 2023 for a 25th Anniversary event. **PO**
Resolved to approve the use of Wood Field for this event.

- (f) To note the early cessation of the Caretaker contract by the contractor and to request approval to start the process to acquire a new contractor for this role.

Resolved to note the cessation of the current caretaker contract and approve commencement of the process to appoint another contractor.

- (g) To receive an update on the Southern Water Pathfinder Project (Cllrs Cooke and Horsley)

Work has commenced on the project and future meetings with the SW Pathfinder Team are planned. Problems have arisen with fractured pipes in Rockmead. Southern Water have been contacted and this will be dealt with by Southern Water, LWLRMA and Cllr Mier.

23057 Community Hub Committee (Faircomm.)

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

Cllr Stewart reported on progress to date. A response from Pump House is pending.

23058 Finance and Administration Committee

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

This Committee did not meet in March.

- (b) To approve the request from the Fairlight Residents Association to vary the instalment amounts of the previously agreed grant payment. **PO**

Resolved to vary the instalment payments to an initial payment of £400 and the remaining £400 paid upon completion.

23059 Fairlight Christmas Cracker and Warm Up Fairlight events

- (a) To receive an update on the Warm Up Fairlight project

Cllr Sharpe provided an update on this project. WUF has now finished with effect from 31st March. It has been a great success and has highlighted several issues. With effect from 1st April WUF will now be known as DISH (Drop In Social Hub) and run on Mondays from 10am to 4pm in the Village Hall. There will no longer be a Wednesday meeting. Thanks were given to St Andrews Church for permitting the use of St Peters and providing volunteers. Also, to the MOPP Friday Lunch Club for their continued support. Policies and practices are being complied and will be submitted initially to the Finance and Admin Committee for review. It is proposed that the DISH Group will meet bi-monthly and include the current Councillors, the Proper Officer, a representative from the FRA and MOPP and a Councillor who is not involved in the project to maintain probity. **CS/AH/PO**

23060 Parish Council Website and Facebook

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

Both website and Facebook pages continue to be updated

23061 War Memorial Steering Group

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

A revised estimate and new designs have been received from EB for consideration.

The main problem is that a single stone cannot be sourced.

23062 Hastings Country Park

- (a) To receive a monthly update (Haydon Luke)

A temporary power supply has been installed for the new surveillance equipment.

There will be no free grazing of the belted Galloway cattle this year. They are to remain in an enclosed field.

ACTION

23063 Meetings/training attended

Meetings attended during March are reported below. In addition, Cllr Cooke attended a Carbon Literacy presentation and will apply for the kit offered.
Resolved to send a letter to ES Fire re changes to local station.

LC

IH/AH

23064 Correspondence

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

23065 Information and/or Future Agenda Items

- Neighbourhood Watch Scheme

23066 Date of next meeting – Tuesday 25th April 2023 at 7.00pm in the Village Hall.

23067 Close of meeting

Meeting closed at 7.50 pm

23068 Open Forum

Representatives from the Pett Level Rescue Boat, MOPP, Fairlight History Group and Fairlight Focus website thanked the Parish Council for their grants and donations.
No other issues or subjects were discussed.

Signed: _____
Chair

Date: 25th April 2023

REPORTS FOR PARISH COUNCIL MEETING – 28TH MARCH 2023

Agenda item 8(a) - To consider and approve schedule of payments and receipts for March 2023

Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
15/03/2023	01/03/2023	Tesco Mobile	21.99	18.33	3.66	Tesco - Mobile phone inv 134166893780
PAYPAL						
02/03/2023	02/03/2023	Fasthosts	12.00	10.00	2.00	Web hosting inv 71470173
06/03/2023	06/03/2023	Fasthosts	6.94	5.78	1.16	Web hosting inv 71508464
02/03/2023	02/03/2023	Zoom	15.59	12.99	2.60	Zoom meetings INV191302028
24/03/2023	24/03/2023	Viking	122.57			Stationery
25/03/2023	25/03/2023	Netflix	4.99	4.16	0.83	Netflix 25/03/23 -24/04/23 INV 9EE-3DB14-1F62C-BBD09
CHEQUES						
28/03/2022	28/03/2023	Pauline Collins	****	****	****	Salary - March 2023
28/03/2023		Pauline Collins				Expenses - £246.89
	28/02/2023		12.00	10.00	2.00	Samsung - phone charger
	01/03/2023		21.76	21.76	0.00	Post Office - stamps
	06/03/2023		7.37	7.37	0.00	Fairlight Stores - milk and rolls - WUF
	14/03/2023		7.20	7.20	0.00	Fairlight Stores - milk and rolls - WUF
	22/03/2023		71.40	59.50	11.90	Radmore & Tucker - Saws for Knowle Wood Vols inv 182900
	22/03/2023		94.16	78.46	15.70	Amazon - Saws for Knowle Wood Volunteers
	22/03/2023		33.00	33.00	0.00	Top Flight Supplies - Shield engraving
28/03/2023	28/03/2023	HMRC	2494.09	2494.09	0.00	Tax and NI Jan - Mar 2023
28/03/2023	28/02/2023	Fairlight Village Hall	70.00	70.00	0.00	Hall Hire - February 2023
28/03/2023	21/03/2023	AB Fire & Security	61.83	51.53	10.30	CCTV Monthly maintenance inv 359254
28/03/2023	28/03/2023	Activate Fairlight Youth Centre	50.00	50.00	0.00	Use of hut by HFC for March 2023
28/03/2023	09/03/2023	Wicksteed Leisure Limited	852.77	710.64	142.13	Swings repairs inv 821047
28/03/2023	15/03/2023	Autela Payroll Services	69.31	57.76	11.55	Payroll Jan - Mar 2023 inv 11075
28/03/2023	20/03/2023	PCC Fairlight	197.35	197.35	0.00	Heating Costs - St Peters for Warm up Fairlight

Agenda item 9 – Grants and donations 2023/24

BUDGET	£8,000.00	Grants
	£75.00	Charity donations (Christmas Lights)
	£250.00	S137 Charity donations
	£150.00	J Lutman Award
	£8,475.00	TOTAL

ORGANISATION	AMOUNT REQUESTED 2022/23	REASON FOR REQUEST	GRANTS PANEL RECOMMENDATION
GRANTS			
Fairfest	250.00	Contribution towards a free event 24/06/23	250.00
Fairlight History Group	400.00	Contribution towards publication of local history booklets	200.00
Fairlight Playgroup/nursery	1200.00	Provision of new benches and materials/supplies	1200.00
Fairlight Village Hall	1000.00	Assistance with repairs to the roof and electricity costs	1000.00
MOPPS	1000.00	Contribution towards weekly running costs of the lunch club	1000.00
St Andrews Church graveyard	1500.00	Maintenance of church yard	750.00
Village website	120.00	To maintain Fairlight village website	120.00
Fairlight Gardening Club	250.00	Maintenance of pots and areas in Fairlight Brown bin rental	250.00
The Archive and Resources Centre	500.00	Continue support and upkeep of the ARC	200.00
Sub Total	6220.00		4970.00
CHARITABLE DONATIONS			
Brighter Fairlight	75.00	Christmas light competition	75.00
John Lutman Award	150.00	Annual award	150.00
Victim Support	50.00	Donation	50.00
Pett Level Rescue Boat	250.00	Continue to refurbish new launch	250.00
Royal British Legion - Fairlight Branch	50.00	Contribution to Coronation event 08/05/23	50.00
Sub Total	575.00		575.00
TOTAL	6795.00		5545.00

Agenda item 2 - Chairman's Report

Can I remind everyone that we are now in the pre-election period. This means that whilst we carry on with parish Council matters, there is to be no self-promotion or political references would could be taken as electioneering. Also, although you may ask the Proper Officer for factual help, she is now allowed to discuss individual candidates. If anyone wishes to stand, they have until 4th April to submit their forms in person at Rother Town Hall.

Anyone who requires help or information about voter ID can go to the Village Hall on Mondays between 10am and 4pm where someone will be able to help you.

The Parish Assembly will take place tomorrow at 6.30pm. This is your chance to ask questions of the Parish Council, discuss ideas and see some of what the Parish Council has done in the last four years. The John Lutman award will also be presented.

Lastly, Fairlight Parish Council has signed the Civility and Respect Pledge and our meetings will be carried out following the pledges guidelines.

Agenda item 10 – Planning Committee

Planning applications

Weeks 9 – 10

No applications

Week 11

RR/2023/384/P 59 Battery Hill, Redwood, Fairlight TN35 4AP

Proposed enlargement of existing patio area to the rear.

(Being discussed at the Planning Committee meeting)

Week 12

No applications

Agenda item 11 – Land Management

- Cllr Smith – Wood Field and Highways

Highways

Not a lot to say or report this month. I continue to report defects and issues both through the ESCC Highways website and directly. I rarely receive any response from direct email contact which I find extremely frustrating. To this end I regularly copy Carl Maynard into any emails.

I can report that I asked for a steward's inspection into Rosemary Lane due to the numerous pot holes and collapsed edging. This was undertaken. To my dismay not one defect of this entire lane is either meeting repair criteria or considered dangerous! So, no action will be taken at present. My fight will continue.

Pending any outcome with Hadlow Down's initiative for parishes to join together on Highways Issues. I intend to work with Pett and Winchelsea Parish to try and drive forward proper repairs or the resurfacing of Pett Level Road. This road is becoming nothing short of dangerous.

I continue to inspect and am making notes of the road surfaces in respect of the Market Garden building works.

Wood Field

Due to time restraints and the weather, I have not commenced any clearance of weed/overgrowth around the edge of wood field.

Hastings Athletic FC are still using the field regularly and I am pleased to say I receive no complaints. They will shortly be using it as per original agreement on Thursday early evenings. This will be specifically for under 9's and will hopefully attract some local children.

Work on installation of the new play equipment has been delayed due to the weather. The ground will need to dry out before commencement.

Hopefully by this meeting the slide will have been repaired and usable again. But eventually a new platform will be needed. We do now need to look into a further grant for the replacement of the toddler

swings and slide. These two have probably been there since the late 1970's and although they passed this year's inspection (Except slide step) the corrosion on both is now getting worse.

Knowle Wood

I have been unable to assist in any way with Sue Clarke and 'gang' or even get into the woods this month. But I believe some of the bottom paths need some chippings as they are getting so 'boggy' perhaps this can be done along with the top up in the playpark.

- Cllr Horsley – Water/drainage issues

Andrew Mier and I attended a meeting of the Marsham Brook Residents Association. They are looking at ways of mitigating future flooding; helping those who were flooded in January (18 houses affected and 8 still uninhabitable due to sewerage infiltration); and getting answers from Southern water about what happened on 16th January 2023 when their homes were suddenly inundated.

It is hoped that the Pathfinder project will take this area into account when planning remedial measures for the area.

Whilst Fairlight is the source of the sewerage, considerable amounts of surface water runoff from Guestling downwards contribute to the flood risk. The MBRA are looking for someone with the skills to advise them about possible solutions that will not adversely affect other areas.

We will continue to collaborate with MBRA and share information and contacts.

Caretaker Role

The caretaker has ceased his contract with effect from 21st March 2023. No notice period was given.

The contractor instructed the Proper Officer not to pay for any work carried out in March.

It is suggested by the Proper Officer that the specification for this role is reviewed by the Land Management Group and the process to appoint another contractor is commenced as soon as possible to maintain continuity of services.

Agenda item 13(b) To approve the request from the Fairlight Residents Association to vary the instalment amounts of the previously agreed grant payment.

The FRA have requested that firstly the Parish Council review the resolution to make two payments in respect of the awarded grant – initial payment £150 and the remaining £650 upon completion of the work. They have spent 50% of the projected project costs to date. This amounts to £1336.56p covering the public liability insurance, licences from East Sussex Highways and the sheet steel cutting for the sign. Secondly, the FRA would like the Parish Council to consider and approve alternative amounts for the instalments of an initial payment of £400 and the remaining £400 paid upon completion.

Agenda item 18 – Meetings/training attended

Rother District Council New Local Plan

The Proper Officer and I had a meeting with three Rother Planning Officer and two members of the Rother Planning Committee about proposals for the new Local Plan.

We were able to explain the issues in respect of drainage within Fairlight. We were also able to discuss what the Southern Water Pathfinder project has produced to date and the likely time scale for any interventions that may prove to be beneficial.

In light of the findings of the planning inspectors report on the planning application for Wakehams, and the report from Pathfinder projects, we suggested that there should be no further development in Fairlight until the water problems have been resolved, including windfall sites due to the lack of foul water drainage capacity.

The Planning Officers only have one possible site for development in Fairlight and that is East Field. The Local Plan is still at the development stage and we will wait to see what the proposals are before the next consultation.

ESALC – Chairs Forum

The ESALC meeting was mainly concerning the forthcoming local elections.

The new Council must meet within 14 working days of the result to elect a Chair.

All Councillors must sign a declaration of office and a register of interests before attending the meeting.

All Councillors must submit election expenses form even if the amount spent was zero within 28 days of the election.

We were encouraged to get involved with the Big Help Out on Monday 8th May

AIRS run training for village hall trustees.

The Police and Crime consultation will take place on 23rd May 2023

All Parish Councils are encouraged to have a business plan (5-year plan). Ours has a year to run!

Fire service proposals

I attended the meeting held in the Village Hall to discuss the proposed down grading of the Ridge Fire Station.

The items considered were how the possible reduction to manning levels at the Ridge Fire Station would impact on the rural communities and the A21. The nature of the area between Hastings and Rye were also discussed and the need for local knowledge to enable a rapid response were noted.

The proposals will be discussed in June 2023. Andrew Mier has sent an email to the Chief Fire Officer.

I suggest that the Parish Council sends a letter about this and the local possible impact. Cllr Hokenkerk drafted a possible letter in February which with some amendments could now be sent. (Email 5 /2/23 from Cllr Hohenkerk).

Mountain Field and Hoads Wood

The Proper Officer and I had a meeting with Ollie Hunter and his partner who has bought the land at the Mountain Field and Hoads Wood.

They plan to develop it as an organic site with a market garden, a sustainable forest area of edible shrubs and trees, to install water capture ponds, and to improve the management of Hoads Wood. He also wants to improve the area around the beacon, to replace the fence with a hedge and to install a more accessible gate.

It sounds exciting and he is keen to have local involvement where possible.