



**MINUTES OF THE MEETING OF MAYFIELD
AND FIVE ASHES PARISH COUNCIL
ANNUAL MEETING**

**HELD AT MAYFIELD PRIMARY SCHOOL HALL
ON MONDAY 16 MAY 2011 AT 1930 HOURS**

11C02

Draft

**Chairman of Mayfield and Five Ashes Parish Council
Councillor Deveda Redman. Councillor R Fitzsimmons presided.**

SUMMARY OF MEETING

- Financial Report February 2011 (10FA11) approved.
- Debate on car parking in Mayfield
- Police Report
- Parish Council elections to office completed.
- Latest position with regard to the extension of BW92 heard
- Surplus land at Love Lane and on A267 discussed
- External Auditor announced
- Rededication of Mayfield War Memorial announced and refurbishment of Five Ashes War Memorial.
- Power of well-being adopted by the Parish Council.

ATTENDANCE

Robert Fitzsimmons	(RF)	Present and Voting
Monica Aitkin	(MA)	Present and Voting
Rosemary Neal	(RN)	Present and Voting
Patricia Balfour	(PB)	Present and Voting
Jayne Bramwell	(JB)	Present and Voting
Andrew Burnett	(AB)	Apologies for Absence (S)
Warwick Child	(WH)	Present and Voting
Jane Driscoll	(JD)	Present and Voting
Ian Parker	(IP)	Present and Voting
Chris Lilly	(CL)	Apologies for Absence (H)
Lloyd McLean	(LM)	Present and Voting
Graham Playfoot	(GP)	Present and Voting
Deveda Redman	(DR)	Apologies for Absence (H)
Jerry Watkiss	(JW)	Present and Voting
Elaine Wheeler	(EW)	Present and Voting

Present and voting 12 Present and not voting 0
Apologies for Absence 3 Not present 0 Other Council Business 0

Also in attendance: East Sussex County Council Councillors Robert Tidy (RT), Wealden District Council Graham Wells (GW) and Jonica Fox.

David Thompson Parish Clerk (DT), and Courier Reporter Vivien Levy

Apologies for Absence: WDC Robert Standley (RS) and Brian Redman (BR), and ESCC Councillor C Dowling

There was one members of the public present.

MINUTES

1. ELECTION OF CHAIRMAN

1.1. There was only one nomination for Chairman. DR was elected by UNANIMOUS vote.

2. ELECTION OF VICE CHAIRMAN

2.1. There was only one nomination for Vice Chairman. RF was elected by UNANIMOUS vote.

3. ELECTIONS OF MEMBERS TO COMMITTEE

3.1. The following members were elected to Committees by UNANIMOUS vote as shown:

- Finance and General Purposes Executive Committee
Chris Lilly; Robert Fitzsimmons; Lloyd Mclean; Elaine Wheeler; Jayne Bramwell;
Jane Driscoll; Jerry Watkiss and Deveda Redman
- Community Development Advisory Committee
Elaine Wheeler; Patricia Balfour; Rosemary Neal; Jane Driscoll and Deveda Redman
- Planning Executive Committee
Monica Aitken; Patricia Balfour; Rosemary Neal; Graham Playfoot; Elaine Wheeler,
and Jane Driscoll.
- Rights of Way and Trees Advisory Committee
Jayne Bramwell; Jerry Watkiss and Ian Parker
- Community Safety and Traffic Advisory Committee
Robert Fitzsimmons; Elaine Wheeler; Graham Playfoot and Warwick Child

4. ELECTIONS OF REPRESENTATIVES

4.1. The following members were elected as representatives as under, all by UNANIMOUS vote:

- Mayfield Charities – Mary Pennington
- Mayfield Primary School – Monica Aitken
- Mayfield Memorial Hall – Rosemary Neal
- John Hall Memorial Trust – Warwick Child
- Five Ashes Village Hall – Elaine Wheeler
- Five Ashes Primary School – Graham Playfoot
- Transition Mayfield – Patricia Balfour
- Elderly Old Peoples Welfare – Monica Aitken and Rosemary Neal
- National Health Matters – Deveda Redman
- Chamber of Commerce – Ian Parker
- Argos Hill Windmill – Jane Driscoll
- Open Door – Diane Kirkness

- Village of the Year – Monica Aitken
 - Gypsies and Travellers – Robert Fitzsimmons
 - Church Yard and War Memorials Maintenance – Warwick Child
- 4.2. With regard to the position for the representative to the MVC, with the absence of members willing to stand for this post, LM proposed that the Clerk act as representative. The Clerk declined since it would prejudice his position as RFO, and his involvement with other organisations. He was however prepared to deal with the MVC at arms length, in a similar manner as that with the Five Ashes Village Hall until a representative came forward.

5. DECLARATIONS OF INTERESTS BY MEMBERS ON AGENDA ITEMS

- 5.1. There were no declarations of interest by members.

6. CHAIRMAN'S ANNOUNCEMENTS

- 6.1. The Chairman outlined the arrangements for the rededication of the War Memorial on 21 May 2011, commencing at 10:45 hours. The Stonemason, David Nash, would be present. It was agreed that the Clerk would inform the Police before the event.

ACTION DT

- 6.2. The Chairman drew attention to the Annual Assembly meeting which was to be held on Monday 23 May 2011 at Mayfield Primary School starting at 19:30 hours.
- 6.3. With regard to the big street meeting, for Mayfield this would be held at the War Memorial at 15:00 hours on 16 June 2011. PCSO M Boyle would be present.
- 6.4. The Police report had been circulated, and both villages had been quiet during April and May.

7. PRESENTATION FROM GEOFF GREGORY CHAIRMAN OF FIVE ASHES VILLAGE HALL

- 7.1. GG noted that Five Ashes qualified for grants from the Big Lottery Fund, and that they had completed their plans for South Side extension to the Village Hall, which would allow changing rooms for the football area development and other general refurbishments. The project had been submitted to Wealden District Council Planning Department.
- 7.2. There were questions over the car parking facilities, and it was suggested that the car park could be lined out.
- 7.3. The project was approved by the Full Council, and a copy of the plans were lodged with the Clerk. The project would be incorporated in the Mayfield and Five Ashes Parish Plan, and would be supported.

ACTION DT

8. REPORT FROM EAST SUSSEX COUNTY COUNCIL

- 8.1. The General Election in May 2010 has wrought huge changes in all local government, cascading responsibility downwards to local government and local people. Along with this was a huge reduction in inspection but also a reduction in revenue funding, £100 million over four years with £37 million in the first year.

However ESCC for the next two years achieves an extra £30 million to spend on capital projects which will be spent across departments. High speed broadband will be a priority with hopefully fibre optic cable to each village and settlement cabinet. The

library modernisation programme with new libraries in Wadhurst and Rye and refurbishments in Uckfield and Crowborough will be augmented by proposals to renew the libraries in Seaford and Hastings.

8.2. The road repair programme is progressing well and most pot holes dealt with and rumble strips and poor road structures being dealt in a £23 million investment schedule this summer and next.

8.3. Adult social care continues to be maintained at previous year levels in spite of rising numbers needing care, as is also the case with young people in care. The numbers have risen from around 150 four years ago to 600 now, and is unsustainable without a large injection of cash.

8.4. The Cabinet has been reduced by one and the Scrutiny Committees also by one. There is also a steady reduction in staff with practically no recruitment and no pay increase now for two years.

Shared services with our neighbouring counties, the Police and the NHS are being progressed and will go a long way to offset the reduction in funding but it takes time to bring contracts etc together.

The Council will be a very different beast in two years time ready for the next County Council elections in 2013.

8.5. Three Cabinet members are standing down, and have been replaced by different members.

8.6. It was reported that the rural broadband access improvement was proceeding, and fibre optic cables were being installed.

9. REPORT FROM WEALDEN DISTRICT COUNCIL

9.1. The recent elections had led to a substantial increase in Conservative party representation at Wealden District Council.

9.2. The move to concentrate the Council's administration at Hailsham was proceeding and would soon be completed and there would also be a customer contact centre.

9.3. There was to be a compost awareness week.

9.4. Planning building and Control is now coupled with Eastbourne, as part of an economy initiative.

9.5. A number of training courses were being organised.

10. PUBLIC QUESTION TIME

10.1. Part of a car had been left on Fir Toll Road. This could be reported as part of Operation Crackdown.

10.2. It was noted that a post had been taken out of the Love Lane barrier.

11. LAND AT LOVE LANE

11.1. The position with regard to the land at Love Lane was debated and it was noted that the current area available for parking was up to five cars.

11.2. There was an identified interest in the A267 plot of land from Wildlife Splash, if it was to be used for a nature reserve.

11.3. It was agreed that a site visit would be arranged in conjunction with residents.

- 11.4. RT noted that in his view members should take into account the future needs of the community and that once the land was sold it could not be recovered.
- 11.5. The decision would be made at the June meeting, in the meantime there would be a debate at the Annual Assembly with residents.

12. MINUTES OF FULL COUNCIL MEETING HELD ON 11 APRIL 2011 (11C01)

- 12.1 One item of accuracy was accepted to the minutes after which they were adopted by UNANIMOUS vote.
- 12.2 With regard to Minute 11C01/6.4, the Clerk was writing to the owners of the butchers regarding its condition.
- 12.3 With regard to Minute 11C01/19.1, the Clerk noted that the ownership of the Five Ashes Village Hall and playing field was confirmed in the land registry documentation supplied. He was then asked to confirm the names of the trustees.

ACTION DT

- 12.4 The Clerk was reminded that the Full Council had asked for a quarterly youth report as part of confirming value for money.

ACTION DT

- 12.5 With regard to the issues surrounding Toll Cottage, the Clerk reported the current position, that the water sand had been asked to make an initial investigation, after which if necessary further advice would be taken. ?????????

13. FINANCE REPORT (10FA12 PROVISIONAL)

- 13.1. In the absence of Chris Lilly the Clerk reported that the Financial Statement and Report had been circulated.
- 13.2. The key issues arising were:

End of Year Results

- Expenses £3,756 better than budget
- Income £999 better than budget
- Reserves at Year End £22,206.74

Income

Income at £90,420.32 against a budget of £89,421.00

£999.00 ABOVE BUDGET FORECAST

The main reason for the positive variance was the donations towards the hanging basket project, and a receipt of a grant from SALC (not budgeted), and the return of part of a grant from the History Society.

Expenditure

Expenditure was £85,664.74 against a budget of £89,421.00

£3,756 BELOW BUDGET FORECAST

These results were mainly due to:

- Village services – provision of hanging baskets and winter gritting facilities.
- Lighting services – provision from EU lighting standards not taken up.
- Community – bus service not yet paid for.

- Recreation – provision of allotments.
- Traffic – rebuild the church steps – safety grounds.
- Youth – reduction due to reduction in trips out.
- Council Corporate – extra rent and provision of posters at Annual Assembly.

Cash balances at the end of the year were £112,003.16. Adjustments necessitated by the audit report on 2009/10 are included. Include a note to say that the monies for the office move included in this total.

The provisional Parish Council Balance at the end of the period was £22,206.74.

Parish Council assets increased during the year by £3063 to a total of £255,180.

- 13.3. It was noted that a number of adjustments needed to be made before the final accounts were ready.

14 RESOLUTION 10C05 POWER OF WELL-BEING

- 14.1 Councillor R Fitzsimmons proposed the following Resolution:

RESOLUTION 11C05 – POWER OF WELL-BEING

Mayfield and Five Ashes Parish Council RESOLVED to adopt the Power of Well-Being, having met in full the eligibility criteria.

Proposed by Councillor R Fitzsimmons

Seconded by Councillor D Redman

- 14.2 The Clerk reported that the eligibility criteria had been met in full. Details in Annex 2.

- 14.3 The Resolution was carried out by UNANIMOUS vote.

15 EXTERNAL AUDIT 2010/2011 ACCOUNTS

- 15.1 The Clerk reported that Mazars of Southampton would be the external auditors for 2010/11.

16 ADOPTION OF MINUTES

- 16.1 Minutes 11P01 were adopted by UNANIMOUS vote after one amendment had been accepted.

- 16.2 Minutes 11P02 were adopted by UNANIMOUS vote after one amendment had been accepted.

- 16.3 Minutes 11F01 were adopted by UNANIMOUS vote.

- 16.4 With regard to the allotments, there had been a hold up in obtaining a tap which would meet Parish Council specification. Clerk to follow up.

- 16.5 It was noted that the Royal Wedding event had been very successful and had been attended by 900-1000 people and that £727 had been donated to the event, outwith the Parish Council commitment of up to £400. The Parish Council commitment would not need to be fully taken up.

17 FIVE ASHES WAR MEMORIAL

- 17.1 WH reported that there were only 22 names to go on the War Memorial.

The restoration of the Five Ashes War Memorial is being planned and provisional estimates are that this will cost between £1,500 and £2,000. There are 22 names

involved, eighteen from WWI and four from WWII. At present only names and initials are shown but it is proposed that ranks and units be added, similar to entries on the Mayfield Memorial. This will necessitate the removal of the metal plate containing the four WWII names and it is hoped that this can be transferred to a suitable place either in the Church of the Good Shepherd or the Five Ashes Village Hall.

18 FIVE ASHES PLAY AREA

- 18.1 GP reported that a contractor had visited the site and the replacement equipment had been agreed. Estimates would be provided to the Clerk in due course.
- 18.2 It was noted that the bark layer needed to be built up.

19 GENERAL COMMITTEE REPORTS

- 19.1 It was noted that the next meeting of the Community Development Committee would be in June.
- 19.2 The Community Safety and Traffic Committee had met on 9 May 2011 and had covered parking and current traffic issues.
- 19.3 The Rights of Way and Trees Committee would be meeting on Wednesday 18 May 2011.
- 19.4 There was no report from the Finance and General Purposes Committee.

20 RESOLUTION 11C01 BRIDLEWAY 92 EXTENSION

- 20.1 The following Resolution was tabled:

RESOLUTION 11C01 – BRIDLEWAY 92 EXTENSION

That Mayfield and Five Ashes Parish Council, in cooperation with the Mayfield and Rotherfield Community Trust, resolves to extend the existing Bridleway 92 from Bassets Bridge Mayfield to Rotherfield (junction with Footpath 33), in accordance with the Bridleway 92 Extension – 3 Year Plan 2011/12 – 2013/2014, Version 3. As a first phase a permissive footpath would be opened for walkers from Bassets Bridge – Argos Hill Tunnel Mouth.

Proposed by Councillor Jerry Watkiss

Seconded by Councillor Jayne Bramwell

- 20.2 The Chairman of the Rights of Way and Trees Committee (JW) wished to withdraw the Resolution until they were in a better position to regard more accurately on the position to date.
- 20.3 The key issues were reported by JB:
 - Livesey Bridge – Rights of Way problems to be resolved.
 - ‘Filled-in’ bridge safety aspects needed to be confirmed.
 - Tunnel inspection report awaited.
 - Permissive footpath being investigated.
 - Access problems in Rotherfield needed solution.JB had asked RT to expedite the tunnel inspection report.

21 CAR PARKING

- 21.1 The current position with regard to the proposed St Leonards was that it was unlikely that Shape Homes would grant access through the Aylwins site. The alternative site would be from Rotherfield Lane, but again there were problems.
- 21.2 The Mayfield College Section 106 agreement monies were looking doubtful and the Clerk was awaiting a response from WDC.
- 21.3 The Memorial Hall site offered the best chances, but capacity would be much more limited.

22 REPRESENTATIVE REPORTS

- 22.1 Transition Mayfield had met that evening and reported:

Support for local sustainable community – was on the website. Survey in Yellow Pages on what shop/banks were needed in Mayfield/Five Ashes. J Rich.

Story telling project – joint project with Heathfield, media/film students and local historians. ??????????

- 22.2 JD reported on Argos Hill Windmill as follows:

The friends of Argos Hill Windmill held their AGM on 21 April and were able to celebrate the fact that the ‘Argos Hill Windmill Trust’ had been formed and a 99 year lease obtained from Wealden District Council.

Since that meeting the Trust has been registered as a Charity and so a gift aid scheme will now be on offer to donors.

The Trustees of the company are to be: Geoff Daughtry, Bob Bonnet, Richard Howes, and Derek Greenwood with a representative from our Parish Council. This core group will need to organise the shoring up of the mill to make it safe enough for restoration to begin. The plans will need to be approved by English Heritage.

The Trust will be assisted by The Friends of Argos Hill Windmill who have undertaken to rebuild the long outside steps and the fantail off site. This work will also be presented to WDC for approval.

The friends have a couple of fundraising projects underway. Firstly they are fortunate enough to have as one of their supporters the portrait painter Daphne Todd. Daphne was the first female president of the Royal Society of Portrait Painters. She has offered to paint a portrait at half her usual fee and give the proceeds to the Argos Hill Windmill.

Secondly the committee are organising a Big Band and supper fundraising event on October 8th, which will be advertised in Yellow Pages nearer the time.

- 22.3 With regard to the Chamber of Commerce IP reported that activities would be confined to the Mayfair and the late night shopping evening.

23 OFFICE RELOCATION

- 23.1 The Clerk reported that exchange of contract process was now commencing, and that the change of use planning application had been submitted to Wealden District Council.

24 CLERK'S REPORT 11X02 MAY 2011

- 24.1 The Clerk reported that the Training Pack for Councillors had been completed and that four members had been trained.
- 24.2 The report was adopted by the Full Council.
- 24.3 There were no questions on the report.

25 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

- 25.1 It was noted that the next meeting would be at Five Ashes Village Hall.
- 25.2 JD reported a loose catch on the Court Meadow children's play area.
- 25.3 EW recorded her support for the Five Ashes Village Hall refurbishment plan.
- 25.4 JB noted that members could have shown more enthusiasm for the proposals put forward by GG on the Five Ashes Village Hall refurbishment.
- 25.5 JB noted that the litter in Court Meadow could be cleared by volunteers from the village youth.
- 25.6 It was noted that the Clerk would return any yellow expense forms as required.

THE MEETING CLOSED AT 22.10 HOURS.

**THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES PARISH COUNCIL
WOULD BE:**

VENUE: FIVE ASHES VILLAGE HALL

DATE: MONDAY 13 JUNE 2011

TIME: 19:30 Hours Full Council

Annex 1

Actions from Meeting 10C03		
MINUTE	DESCRIPTION	STATUS
<ul style="list-style-type: none"> • 10C03/14.2 • 10C04/17.2 	Footpath construction standards to be obtained from ESCC – in hand.	OPEN
<ul style="list-style-type: none"> • 10C03/18.7 	High Street and rubbish bins not being taken in. Done.	CLOSED
Actions from Meeting 10C05		
<ul style="list-style-type: none"> • 10C05/3.7 	Police Community Newsletter – RT to investigate circulation problems.	OPEN
Actions from Meeting 10C07		
<ul style="list-style-type: none"> • 10C07/7.5 	Clerk to develop a press policy.	OPEN
<ul style="list-style-type: none"> • 10C07/12.7 	Clerk to follow up Mayfield College Section 106 agreement. Done.	CLOSED
<ul style="list-style-type: none"> • 10C07/13.1 	Clerk to carry forward the office relocation project. In hand.	OPEN
Actions form Meeting 10C09		
<ul style="list-style-type: none"> • 10C09/11.3 	Maypole – arrangements to be made for its recovery.	OPEN
<ul style="list-style-type: none"> • 10C09/13.4 	Court Meadow encroachment – Clerk to start arrangements to solve problem. In hand.	OPEN
<ul style="list-style-type: none"> • 10C09/14.3 	Love Lane car park issues to be progressed. In hand.	OPEN
<ul style="list-style-type: none"> • 10C09/14.5 	Mayfield village sign near Piccadilly Lane damaged – Clerk to report.	OPEN
Actions from Meeting 10C10		
<ul style="list-style-type: none"> • 10C10/10.2 	Clerk to follow up Five Ashes Police house problems with WDC. Done.	CLOSED
<ul style="list-style-type: none"> • 10C10/11.1 	Clerk to arrange 3 monthly Youth DIC reports. Done.	CLOSED
<ul style="list-style-type: none"> • 10C10/12.6 	Yellow Pages on line – to be considered. In hand.	OPEN
<ul style="list-style-type: none"> • 10C10/13.3 	Five Ashes War Memorial – condition to be determined. In hand.	OPEN
Actions from Meeting 10C11		
<ul style="list-style-type: none"> • 10C11/4.5 	RT Clerk to obtain response from ESCC on Parish A267 Speed Restriction audit.	OPEN
<ul style="list-style-type: none"> • 10C11/11.2 	Clerk to offer support to Rotherfield Parish Council for their Rotherfield – Jarvis Brook footpath.	OPEN
<ul style="list-style-type: none"> • 10C11/22.1 	Attention to be drawn to the decorative state of the butchers shop. Done.	CLOSED
<ul style="list-style-type: none"> • 10C11/22.2 	Village section of website to be updated. In hand.	OPEN

• 10C11/22.3	New Five Ashes street light request to go on projects list.	OPEN
• 10C11/22.4	Action review to appear on all agendas. Done.	CLOSED
Actions form Meeting 11C01		
• 11C01/3.3	Clerk had not sent minutes of residents meeting to Mr Whitfield – to send. Done.	CLOSED
• 11C01/6.4	Clerk to follow up butchers shop problems.	OPEN
• 11C01/9.1	BW92 Questionnaire to be extended.	OPEN
• 11C01/11.5	Use of Love Lane car park – occupants to be identified as well as charges made by WDC.	OPEN
• 11C01/18.3	Clerk to follow up Youth Bank grant. Done.	CLOSED
• 11C01/19.1	Letter of thanks to retiring councillors.	OPEN
Actions from Meeting 11C02		
• 11C02/12.3	Five Ashes Village Hall names of Trustees to be obtained.	OPEN
• 11C02/12.4	Quarterly Youth Reports to be obtained.	OPEN
• 11C02/6.1	Clerk to inform police about the Rededication service for the Mayfield war Memorial	OPEN
• 11C02/7.3	Clerk to Add Five Ashes Village Hall project to Parish Plan.	OPEN

Annex 2

Criteria for Power of Well-Being

- Statement of Community Engagement (A/Doc/09/COM)
- Clerk qualified for Section 7 Power of Well-Being CILCA 2008 - 12 January 2010

- Elected Councillors May 2011

Deveda Redman

Robert Fitzsimmons

Elaine Wheeler

Lloyd McLean

Graham Playfoot

Monica Aitkin

Warwick Child

Jane Driscoll

Patricia Balfour

Jayne Bramwell

Jerry Watkiss

Christopher Lilly

Andrew Burnett

Rosemary Neal

Ian Parker

Number of Councillors 15

Number Elected Unopposed 15

% = 100

- Councillors trained for Power of Well-Being

Deveda Redman

Robert Fitzsimmons

Elaine Wheeler

Lloyd McLean

Graham Playfoot

Monica Aitkin

Warwick Child

Jane Driscoll

Patricia Balfour

Jayne Bramwell

Jerry Watkiss

Christopher Lilly

Number of Councillors 15

Number Trained 12

% = 80