

MAYFIELD AND FIVE ASHES PARISH COUNCIL

6D11
FINAL

**MINUTES OF MEETING OF MAYFIELD AND
FIVE ASHES DEVELOPMENT COMMITTEE HELD
AT LONDON HOUSE, HIGH STREET, MAYFIELD,
ON MONDAY 5 MARCH 2007 AT 1930 HOURS**

SUMMARY OF MEETING

- Plans for exhibition at Five Ashes reviewed
- Community Hall progress reviewed and agreed for submission to Full Council
- Plan delivery debated and initial activities agreed

ATTENDANCE

Philip Dixon (Chairman)	(PX)	Present and Voting
Peter Deller	(PD)	Present and Voting
Chris Lilly	(CL)	Present and Voting
Paul Amans	(PA)	Apologies for Absence
Geof Gregory	(GG)	Present and Voting
Garnet Shackel	(GS)	Present
Iris Bruce	(IB)	Present
John Coulter	(JC)	Present
Leonard Trevellion	(LT)	Apologies for absence
Ted Handley	(TH)	Not Present
Steve Harland	(SH)	Not Present

Councillors Present and Voting	4	Apologies for absence	1	Not present	0	Total	5
Other Members Present	3	Not Present	2	Apologies for Absence	1	Total	6

Also Present

David Thompson (DT) Parish Clerk

MINUTES

1. COUNCILLORS DECLARATION OF INTEREST ON AGENDA ITEMS

- 1.1. There were no declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. PX reported that C Swingland had sent an email with regard to a possible Parish Environmental Policy which would cover all environmental issues. It was confirmed that at present the Parish Council did not have a formal environmental policy, despite the issue being the number one priority with residents.
- 2.2. It was noted also that there was a transitional towns' initiative where towns strove to lower their carbon footprints.
- 2.3. The Clerk said he would give CS the opportunity to place the issue on the agenda for the next meeting of the Full Council.

ACTION DT

3. MINUTES OF MEETING HELD ON 5 FEBRUARY 2007

- 3.1. The minutes had been approved by the Full Council after amendments to the following minutes had been made: 3.1; 5.1; 7.2; 11.1; 11.3; 14.1.
- 3.2. IB noted that the draft minutes had been sent with agenda instead of the approved version.

4. ACTIONS PROGRESS

- 4.1. Actions progress is now as follows:

MINUTE	DESCRIPTION	STATUS
• 6D9/8.1	Preservation states of Oak Trees near Memorial Hall. PD had sent the Clerk the address of TPO website of all trees under preservation orders for Mayfield and Five Ashes.	CLOSED
• 6D10/6.1	Summary of Questionnaires from the Mayfield Open Day Exhibition now completed and circulated.	CLOSED
• 6D10/6.2	Mayfield Open Day Questionnaire packs to be presented to mothers visiting Mayfield Primary School – Held for later date.	HELD
• 6D10/8.2	Preparations for Five Ashes Exhibition on 17 March 2007 – In process.	OPEN
• 6D10/9.1	Update of existing Parish Plan to include enhanced reference to Village Hall. Done see minute 6D11/6.2	CLOSED
• 6D10/9.2	Place amended Parish plan on March Full Council agenda – Done.	CLOSED

• 6D10/10.3	CL to meet with Doctor Coates. Done CL reported Doctor Coates not interested, alternative uses of space being considered.	CLOSED
• 6D10/11.2	PX/JC to consult with Mayfield and Five Ashes Society with regard to the update of the 1969 Conservation Area Paper. In hand.	OPEN
• 6D10/11.3	WDC requirements with regard to any proposed changes to development and conservation area boundaries. Reply from WDC expected soon.	OPEN
• 6D10/13.1	Parish Plan – Timetable for production of Plan – covered by Agenda item 6. (Target Q3 2007/8).	CLOSED

- 4.2. Arising from Action 6D10/11.2 PX reported that WDC were appointing a consultant to look into the matter. To the best of his knowledge Terms of Reference had not been agreed and there would be local consultation. In the meantime M&FA PC would adopt a proactive approach to the subject and would consider what revisions to the 1969 document were required.
- 4.3. In response to a question from CL, it was confirmed that the revision of the 1969 document did not at present fit into the work on the local development framework.

5. NEW PARISH PLAN TIMETABLE

- 5.1. With the 2007/8 Q3 target to meet it was agreed that PD/CL would prepare an outline draft and schematic to allow progress to be made. DT would provide a copy of the AIRS outline document for Parish Plan.

ACTION PD/CL/DT

6 REVISED PARISH PLAN

- 6.1 CL noted that to support grant funding claims for the Five Ashes Village Hall and the Mayfield Community projects the existing Parish Plan needed updating.
- 6.2 The draft of such an update was tasked to the Committee and approved as a final document. The draft plan will be presented for approval by Full Council on 12 March 2007.

ACTION DT

7 NEW MAYFIELD COMMUNITY HALL PROGRESS

- 7.1 CL presented to the Committee report No. 6GCP13/1.2 which was a short version of the Full Mayfield Community Hall project.
- 7.2 The document was unanimously approved by the Committee and will be presented to Full Council on 12 March 2007 together with three resolutions asking the Full Council to fully support the Mayfield Community Hall classic approach project.

ACTION DT

- 7.3 It was noted that the Mayfield Memorial Hall had also passed a similar resolution to that of the Parish Council

- 7.4 It was noted that the proposal to incorporate a doctors' surgery into the project could not be progressed with Doctor Coates, but it was thought that the proposal was favoured by the PCT.

8 PARISH PLAN EXHIBITION AT FIVE ASHES

- 8.1 Following discussion on final arrangements the following action was agreed:
- Derek Dando would handle the Five Ashes Village Hall presentation and would be available on the day.
 - Five Ashes Councillors had been informed of the need to be present. JF and CD to be informed by DT.
 - Display kit and stationery items to be provided by DT.
 - Copy of Village Hall Questionnaire to be sent to GG
 - GG to prepare slides for reproduction by the PC office
 - Large copy of Map of Five Ashes to be obtained
 - Supply of Question forms to be provided
 - Criers Lane application to be shown
 - Specific issue slides to be prepared by GG

- 8.2 DT reported that he would advise the Chairman

9 POST OFFICE BUS SERVICE

- 9.1 A general debate on the Post Office bus service was held and the following actions arose from the debate.
- Clerk to sound out Post Office on the future of the Bus Service
 - ESCC to be consulted
 - AIRS to be consulted

ACTION DT to investigate and report back

10 ITEMS OF INFORMATION AND FUTURE AGENDA ITEMS

- 10.1 PD asked whether the Committee Chairman were required to sign minutes. Answer - Only the Full Council Minutes are signed, and by this action all minutes reviewed at the meeting are accepted as minuted.

THE MEETING CLOSED AT 2120 HOURS

THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES DEVELOPMENT COMMITTEE WILL BE:

VENUE: LONDON HOUSE
DATE: MONDAY 4 APRIL 2007 (7D01)
TIME: 1930 HOURS