

**MAYFIELD AND FIVE ASHES PARISH COUNCIL**

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**MINUTES OF ANNUAL GENERAL MEETING OF MAYFIELD  
AND FIVE ASHES PARISH COUNCIL  
HELD AT MAYFIELD PRIMARY SCHOOL  
ON MONDAY 8 MAY 2006 AT 1930 HOURS**  
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6C:02

FINAL

M. PITCHER,  
CHAIRMAN

**SUMMARY OF MEETING**

- Martin Pitcher was elected Chairman of Full Council
- Paul Amans elected Vice Chairman of Full Council
- Committee structure remains largely unchanged
- Provisional financial results debated
- Development Committee presentation to Full Council agreed
- Cheaper alternative solution to Welbrook Road traffic calming reported
- Village of the Year competition entry - offered to Five Ashes
- Progress with achievement of Quality Status noted
- Further recycling bin area proposed

**ATTENDANCE**

Martin Pitcher Chairman	(MP)	Present and Voting
Paul Amans	(PA)	Present and Voting
Peter Deller	(PD)	Present and Voting
Philip Dixon	(PX)	Present and Voting
Diane Kirkness	(DK)	Present and Voting
Lloyd McLean	(LM)	Present and Voting
Jayne Bramwell	(JB)	Present and Voting
Graham Playfoot	(GP)	Apologies for absence
Felicity Ryan	(FR)	Present and Voting
Hubert Hills	(HH)	Present and Voting
Andrew Stokes	(AS)	Present and Voting
Deveda Redman	(DR)	Present and Voting
Catherine Swingland	(CS)	Present and Voting
Robert Fitzsimmons	(RF)	Present and Voting
Chris Lilly	(CL)	Present and Voting

Present and voting 14      Present and not voting 0  
Apologies for Absence 1      Not present 0      Other Council Business 0

**Also Present**

Wealden District Councillors Brian Redman (BR), Robert Standley (RS), ESCC Councillor Robert Tidy (RT) and Christopher Dowling (CD)  
David Thompson Parish Clerk (DT)

There was 0 members of the public present and no members of the press.

Apologies for Absence were received from WDC Councillors Jonica Fox and Anna Monaghan

## MINUTES

### 1. ELECTION OF OFFICERS

- 1.1. The Clerk held the election for Chairman. MP was proposed by PD and seconded by AS. There were no other nominations. MP was elected Chairman by unanimous vote and took the chair.
- 1.2. PA was proposed as Vice Chairman. Proposed by DK, seconded by FR. There were no other nominations. PA was elected Vice Chairman by unanimous vote.

### 2. ELECTION OF COMMITTEES

- 2.1. With the exception of the Youth Group being reconstituted as a full committee there were no changes to the committee structure.
- 2.2. Committee membership was agreed as follows:
  - Development – New member CL, withdrawn DK, MP
  - King Georges Field, Mayfield Charity – No change
  - Finance and General Purposes – No change
  - Planning – No change but to be augmented to six as necessary
  - Rights of Way and Trees – No change
  - Security – No change
  - Traffic – New member CL, withdrawn GP
  - Youth – Withdrawn PX

\* Previously a lay member now full councillor status.

The membership of each committee was approved by the full council by unanimous vote.

- 2.3. Sub-Committees membership was agreed as follows:
  - NCN21 – No change
  - South East Region – No change
  - Special Meeting Group – No change

The membership of each sub-committee was approved by the full council by unanimous vote.

- 2.4. Presentation on other bodies was agreed as follows:
  - Mayfield Primary School                    HH
  - Five Ashes Primary School                RF
  - Mayfield Memorial Hall                    HH
  - Five Ashes Village Hall                    GP
  - Old People's Welfare                      DR
  - Chamber of Commerce                    DK
  - National Health Matters                    DR, HH

- 2.5. Some minor amendments to the list of Councillors' names and addresses were accepted.
- 2.6. The changes agreed under minutes 2.1-2.4 to be published in the list of Councillors, lay members and principal authority representatives for Mayfield and Five Ashes Parish Council 2006/7 (C/STR/06/C0U)  
**ACTION DT**

### **3. DOCUMENTATION**

- 3.1. The Full Council unanimously approved the adoption of the Financial Regulations for Mayfield and Five Ashes Parish Council (A/Doc/05/Fin).

### **4. DECLARATION OF INTERESTS BY COUNCILLORS ON AGENDA ITEMS**

- 4.1. MP declared an interest in minutes of the Planning Committee of 18 April 2006 items:
  - 6P02/2.1
  - 6P02/2.2and would leave the room should they be discussed.
- 4.2. There were no other declarations of interest.

### **5. PUBLIC QUESTION TIME**

- 5.1. There were no questions from members of the public.

### **6. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 APRIL 2006**

- 6.1 One change of fact and one typographical error were accepted, after which the minutes were accepted as a true record.
- 6.2 LM questioned the meaning of "new generation communications". RT explained the updating of the ESCC Communications Network with more modern equipment and the improvements this would bring to the community.
- 6.3 PA advised the Full Council that he had changed the date of the next King Georges Field Mayfield Charity Committee to 14 June 2006.

**ACTION DT**

### **7. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 24 APRIL 2006**

- 7.1. The minutes were accepted as a true record without amendment.
- 7.2 There were no matters arising.

### **8. PROVISIONAL FINANCIAL RESULTS 2006/7**

- 8.1. DK commented on the Provisional Financial Results:
  - VAT had not been claimed on a three monthly basis, and the claim for the year had only recently been submitted. The accounts therefore did not include VAT receipts, which were believed to be substantial.
  - There were still some minor amounts of interest to be entered.
  - The data for expenditure or projects, also included receipts from Mayfield and Five Ashes Chamber of Commerce for joint ventures.
- 8.2. The RFO was to be requested to clarify the variance figure of £30,424 on projects.

- 8.3. It was noted that £1500 had been spent on the rebuilding of an 86m section of the King Georges Field boundary fence.
- 8.4. DK advised that the accounts would now be passed to the internal auditor, who would also be asked to advise on the Parish's asset values.
- 8.5. PD inquired whether full detail statements on the Parish accounts were available and whether these could be published.
- 8.6. PA asked how the VAT process operated, and whether the forms were sent to Parish Councils on a quarterly basis. Clerk to ascertain.

**ACTION DT**

**9. REPORT BY ESCC COUNCILLORS ROBERT TIDY AND CHRISTOPHER DOWLING**

- 9.1. RT reported on progress with the ESCC Trading Standards project:
  - Now over 200 companies on the database
  - All are vetted to a large degree by ESCC
  - Covers a wide range of trades and services
  - Favourable comments received from public and companies using the facility
- 9.2. RT reported on the ESCC initiative "Fostering Week" to be held from 21 May 2006.
  - 450 children need stable homes
  - Range from one month to many years
  - Need to recruit more fostering families
  - Fostering is rewarding both emotionally and financially
- 9.3. RT reported on a ESCC project to promote relationships between towns and parishes and to raise awareness of local needs with ESCC Council members. RT had in mind an Autumn meeting.
- 9.4. Questions were raised over provision for Youth at County level, and it was noted that following the recent budget cuts there were potential Youth Worker redundancies at Heathfield. RT said that he would examine.

**ACTION RT**

- 9.5. LM raised a question regarding the ESCC business vetting process for firms using the ESCC Trading Standards Scheme. RT replied that vetting was carried out as far as it possibly could be. JB remarked that having used the system twice, there was a good after service reply questionnaire for the public to use.
- 9.6. CD reminded Five Ashes residents that he was always available to help with any constituency issues.

**10. REPORT FROM WEALDEN DISTRICT COUNCILLORS BRIAN REDMAN AND ROBERT STANDLEY**

- 10.1. RS reported on the changes expected at District level following the recent cabinet reshuffle. The key issue was the transfer out of DEFRA of David Milliband who was responsible for Local Government Re-Organisation.
- 10.2. There had been no meetings of WDC since the last Parish Full Council meeting, however the revised planning process was now in place at WDC and should significantly speed up planning applications.

- 10.3. RS had attended a seminar on energy use and energy sources.
- 10.4. BR reported on the WDC constitution, and said that he would attend a Parish Planning meeting to explain new changes.

**ACTION LM/DT/BR**

- 10.5. WDC had formed a committee to examine water resource requirements, needs and present and future supplies.

## **11. HOUSING ISSUES**

### 11.1. PD reported:

- Southmead Close – The scheme design which had been consulted with local residents had been sent to the planning department for without prejudice pre-planning comment, after this the housing association would be able to determine the timetable to proceed with development.
- Queensmount – The housing association had secured an allocation of housing association grant to develop the scheme. The scheme had been sent to planning for without prejudice preliminary comment. Consultation will be done at the same time as Criers Lane.
- Criers Lane (Hope) – as Queensmount above
- Allotment Site Mayfield (Hope) – Due to site conditions and other local factors this site is not being brought forward quickly but work is continuing on feasibility studies.

### 11.2. Members requested timescales for Southmead Close and Queensmount/Criers Lane.

**ACTION PD**

### 11.3. The Clerk was requested to ascertain the current position regarding the Wincanton site.

**ACTION DT**

## **12. MINUTES OF THE PLANNING COMMITTEE HELD ON 17 APRIL 2006 AND 3 MAY 2006**

- 12.1. There were no changes to the minutes which were accepted as a true record by unanimous vote.
- 12.2. There were no issues arising.

## **13. MINUTES OF THE DEVELOPMENT COMMITTEE HELD ON 3 MAY 2006**

- 13.1. PX gave a presentation to the Full Council on the Mayfield and Five Ashes 20 year development plan. This would be given to the Annual Assembly on 15 May. The presentation took 15 minutes.
- 13.2. The Council passed the following comments:
  - Needed to be around 10 minutes, achieved by punchier delivery
  - Need more photographs to illustrate issues
  - Five Ashes issues to receive greater emphasis
  - Handout to be produced for the 15<sup>th</sup>
  - Traffic issues were suggested as an addition but it was agreed to leave them out at this stage.

- 13.3. It was noted that the Development Committee did not have a Five Ashes representative.
- 13.4. The minutes of the meeting were accepted as a true record after a number of changes had been made. There were no matters arising.

#### **14. MINUTES OF THE TRAFFIC COMMITTEE HELD ON 20 APRIL 2006**

- 14.1. The minutes of the Traffic Committee were accepted as a true record by unanimous vote. There were no alterations to the minutes.
- 14.2. PD drew attention to the Wellbrook safety scheme, which it was confirmed would not now go ahead because of budget cuts at ESCC – a cheaper alternative was being considered.
- 14.3. Regarding the North Wealden Safety group, there was nothing to report since there had not been a recent meeting. However it was noted that the hand held speed device would not currently be proceeded with because of lack of authority.
- 14.4. It was reported that the ESCC SID device was now available.
- 14.5. The Clerk was pressed by PD to complete the Mayfield Roundabout Planting scheme as soon as possible.
- 14.6. RF enquired about verge cutting in Five Ashes – PD reported that it would only be done if there were safety reasons.
- 14.7. With regard to NCN 21 PD asked the Clerk to report the current position with regard to the “Atkins” report. DT replied that ESCC had advised:
  - Draft report will not be released until seen and amended by ESCC Council members
  - It would probably take one month for this process
  - After this the amended report would be made available
- 14.8. It was the view of the Traffic Committee Chairman and others that the draft report should be made available, and the Clerk as instructed to obtain a copy from ESCC.

#### **ACTION DT**

#### **15. REPORT FROM COMMITTEES NOT HOLDING MEETINGS DURING THE PERIOD**

- 15.1. JB reported that the next Rights of Way and Trees Committee Meeting would be on 24 May 2006.
- 15.2. RF reported that with the lighter nights a number of break-ins had occurred. It was essential to make sure all windows and doors were locked. There were no other security issues.
- 15.3. PA – Nothing to report on King Georges Field Mayfield Charity.
- 15.4. For the Youth Group DK reported a disappointing turn out for Monday 8 May. TB was of the view that 13-15 year olds should also be invited. In answer to a question from PD, DK noted that the Drop-in Centre had two-three weeks to go before the trial period ended, after which there would be funding issues.

#### **16. CALOR VILLAGE OF THE YEAR COMPETITION**

- 16.1. DK reported that it was the view of the Finance and General Purposes Committee that Five Ashes ought to try for the Village of the Year competition. It was her belief that Mayfield had gone as far as possible and would not be able to repeat last year's performance.

- 16.2. The Five Ashes members were asked to consider a response, and the resources of the Clerk's office would of course be placed at their disposal.

**ACTION DT**

**17. CLERK'S REPORT**

- 17.1 AS requested progress on the Queensmount Street lights - the Clerk advised that the matter had been reported to EDF energy but repairs had not yet been carried out.
- 17.2 There were a number of questions on progress towards quality status for the Mayfield and Five Ashes Parish Council. The main areas of weakness were the qualifications of the Clerk who was at present under 20% towards completion of the Qualified Clerk Course and that of members adopting the full code of conduct.

**ACTION DT**

**18. ANY OTHER BUSINESS**

- 18.1 The Parish Assembly was confirmed as Monday 15 May 2006 at the Mayfield Memorial Hall.
- 18.2 It was noted by CL that there were no plastic recycling bins in Mayfield or Five Ashes. There had also been no progress in creating a recycling area near the Mayfield Cricket Ground. It was agreed that the Clerk with the assistance of BR would pursue this matter with Wealden District Council.

**ACTION DT/BR**

- 18.3 JB drew attention to the Rotherfield website as a potential centre of excellence. Clerk to follow up.

**ACTION DT**

- 18.4 JB reminded the Council that Joan Redford now 81 had been conducting the Sunday Walks for over 14 years and had completed no less that 728 of them. She asked that Mrs Redford be considered for an award from the Parish Council.

**ACTION F & GP**

**THE MEETING CLOSED AT 2136 HOURS.**

**THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES PARISH COUNCIL  
WILL BE HELD AT:**

**VENUE: MAYFIELD PRIMARY SCHOOL**

**DATE: MONDAY 12 JUNE 2006**

**TIME: 1930 HOURS**