

MAYFIELD AND FIVE ASHES PARISH COUNCIL

6C:09
FINAL

**MINUTES OF THE MEETING OF MAYFIELD
AND FIVE ASHES PARISH COUNCIL
HELD AT MAYFIELD PRIMARY SCHOOL, MAYFIELD
ON MONDAY 8 JANUARY 2007 AT 1930 HOURS**

SUMMARY OF MEETING

- Application for funding of village hall noted.
- Financial results now in simplified form.
- PCSO sign-on point in Mayfield discussed.
- 2007/8 Budget and Precept approved.
- Arrangements for Parish Plan Exhibition on 27 January noted..
- Court Meadow management proposals confirmed.

ATTENDANCE

Martin Pitcher Chairman	(MP)	Present and Voting
Paul Amans	(PA)	Present and Voting
Peter Deller	(PD)	Present and Voting
Philip Dixon	(PX)	Not Present
Diane Kirkness	(DK)	Present and Voting
Lloyd McLean	(LM)	Present and Voting
Jayne Bramwell	(JB)	Present and Voting
Graham Playfoot	(GP)	Present and Voting
Hubert Hills	(HH)	Present and Voting
Andrew Stokes	(AS)	Not Present
Deveda Redman	(DR)	Present and Voting
Catherine Swingland	(CS)	Apologies for Absence
Robert Fitzsimmons	(RF)	Present and Voting
Chris Lilly	(CL)	Present and Voting
Geoff Gregory	(GG)	Present and Voting

Present and voting 12 Present and not voting 0
Apologies for Absence 1 Not present 2 Other Council Business 0

Also Present

Wealden District Councillors Brian Redman (BR), Robert Standley (RS), Anna Monaghan, ESCC Councillor Robert Tidy (RT).
David Thompson Parish Clerk (DT)

There was one member of the public present.
Apologies for Absence were received from WDC Councillors Jonica Fox (JF) and ESCC Councillor Chris Dowling (CD)

MINUTES

1. DECLARATION OF INTEREST BY COUNCILLORS ON AGENDA ITEMS

- 1.1. GP declared an interest as Chairman of the Five Ashes Village Hall Committee.
- 1.2. There were no other declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. The Chairman announced that any spelling errors etc found in the draft minutes should henceforth be notified to the Clerk by email or letter within 10 days of the meeting. This would save meeting time.

3. PUBLIC QUESTION TIME

- 3.1. Iris Bruce asked if the Mayfield Memorial Hall Car Park could be lined out into bays. The Chairman noted that this was already in hand.

4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 DECEMBER 2006 (6C08)

- 4.1. PD queried the wording of Minute 6.4 and considered that the amount of grant should read £15,000. The Clerk noted that the total requirement of grant towards the project was £30,000 of which half would be match funded by the applicants, and the council would need to account for the full £30,000.
- 4.2. The minutes were approved by UNANIMOUS VOTE.
- 4.3. With regard to minute 6C8/19.4 GP reported that he had attended the meeting at Wealden District Council on 19 December 2006 and a copy of his notes had been circulated to this meeting. He noted in addition that the report on the Windmill could not be released by WDC.
- 4.4. With regard to minute 6C8/6.10 JB reported that she had spoken with WDC who had subsequently agreed to clear litter from certain areas of Newick Lane. This would be managed in conjunction with JB.
- 4.5. With regard to minute 6C8/5.4, PD enquired as to progress with regard to the search for the missing minute with regard to the alleged moratorium on building at Criers Lane. The Clerk replied that all minutes for fiscal year 1993/4 forward were being reviewed, because there would also be a need to locate the minute which reversed this decision.

ACTION DT

- 4.6. Arising from minute 4.5 above there was discussion on archiving of documents. The Clerk was of the view that:
 - No documents had been archived since 1990.
 - There was no Council archiving policy at the present time.

RT advised that the person to contact was Elizabeth Hughes of the Sussex Records Office.

5. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 18 DECEMBER 2006 (6F08)

- 5.1. With regard to minute 6F8/4.1 GP asked for an explanation as to why it was felt that the remaining "Puffin Crossing" funds should be monitored. DK replied that as public money was involved and committee membership changed it was essential that these funds were safeguarded, and the Clerk had been asked to obtain the necessary assurances.

After discussion it was agreed to adopt a suggestion put forward by RF, that a seat (as originally intended) be placed at the bus stop, using the remaining funds, any remaining balances to be transferred to Five Ashes Village Hall.

ACTION DT

- 5.2. With regard to minute 6F8/5.6 on Green Electricity DK noted that the Clerk was pursuing the possibility of resourcing Green Electricity with WDC procurement. The budget included an extra £120 to cover such a switch if agreed. It was noted that this policy may inevitably be more expensive.
- 5.3 With regard to minute 6F8/8.5 MP explained that he was testing a data analysis package which could provide the Council with a better range of data analysis.
- 5.4 Noted that there were 39 Actions on the F&GP list. MP advised that action clearance was being accelerated.
- 5.5 The minutes were approved by UNANIMOUS VOTE.

6. FINANCE RESULTS

- 6.1 DK presented the November 2006 financial results, which were for the first time in a simplified format. This type of format would be used henceforth, with more detailed analysis provided to F&GP. Currently there was a problem with the variance analysis (+-) signage which needed adjusting.

ACTION DT/GS

- 6.2 PD asked why it was necessary to provide variance analysis. MP noted that this had been requested by a number of members including CL. The Clerk considered variance analysis essential.
- 6.3 The results were accepted by the Council.

7. BUDGET

- 7.1. DK stated that members had been given the budget in two formats:
- The budget format used to date.
 - The budget presented in the new reporting format.
- 7.2. Commenting on the fourth draft of the budget DK drew attention to the following:
- After further debate at F&G (6F08) the decision to hold the precept at 2006/7 levels.
 - The explanation of the differences between the Mayfield and Five Ashes Pre School grants .
 - The reduction of general reserves in line with NALC advice.
 - The need to provide further funding for the Memorial Hall project in 2008/9.

- 7.3. LM enquired as to the need to provide for church clock maintenance. This was seen as a Parish responsibility.
- 7.4. The Budget Draft 4 was accepted without further amendments by UNANIMOUS VOTE.

8. REPORT ESCC COUNCILLOR R TIDY

- 8.1. RT reported that ESCC were still not content with the quality of the NCN21/Cuckoo Trail report from Atkins.
- 8.2. With regards Mayfield roundabout it was reported that a contract was likely to be placed at the end of January 2007.
- 8.3. With regard to the Clerk's enquiry over the signing on point at Mayfield it was reported that the police were not satisfied with the security arrangements for the Mayfield Fire Station signing on point. The police authority also considered that there were transport problems. On a national basis the total number of PCSOs would be reduced from 24000 – 18000 over the next few years.

The Council views were:

- LM – The PCSO offered no value if she could not be in the village.
 - GG asked about the Five Ashes PCSO and was informed that she was largely employed in Heathfield.
- 8.4. GP asked why the road sign near the gypsy (Travellers) site had been removed when the new entrance way to the site was opened up.

9. REPORT FROM WEALDEN DISTRICT COUNCILLORS

- 9.1. RS reported that WDC had published its council tax proposals for public consultation. The key issues were:
- An increase of 4.2% this year and the next two years.
 - 55% of revenues came from the electorate and 45% from Central Government.
- 9.2. AM reported on the Age Concern organisation and how they were flourishing in Parish Council areas.
- 9.3. BR drew attention to the fact that Joan Redford was to be awarded the Wealden District Council Certificate of Service to the Community at a formal presentation on 9 February 2007.

10. MINUTES OF THE PLANNING COMMITTEE HELD ON 11 DECEMBER 2006 (6P19)

- 10.1. LM drew attention to the fact that CS had declared an interest at the meeting. The Clerk had already incorporated the correction. With this change the minutes were approved.
- 10.2. There were no further questions.

11. MINUTES OF THE RIGHTS OF WAY COMMITTEE HELD ON 6 DECEMBER 2006 (6R4)

- 11.1. JB reported a minor error in minute 6R4/5.2 where the words leaflet should read booklet.
- 11.2. The latest position with regard to the dogs at Strathborne was reported.

12. MINUTES OF THE MAYFIELD MEMORIAL HALL STEETING SUB COMMITTEE HELD ON 6 DECEMBER 2006 (6G01)

- 12.1. CL reported that these were the formal minutes, and a report of progress had been made to the December meeting.
- 12.2. CL was questioned as to what extent privately funded options were being considered. It was stated that all options would be kept open in the Way Forward proposal.
- 12.3. DK noted that it was proposed to make a bid for the Big Lottery Fund, and was concerned that there would be two bids for village halls from one Parish. It was noted that it was essential to make the bid for the Big Lottery Fund now, because if not, there would not be another opportunity for at least two years.
- 12.4. CL also reported that Ray Reeve and Paul Collard had declined to participate in the work of the sub-group, and that the Clerk was to ascertain whether this group still had an interest in the project. **ACTION DT**
- 12.5. DK considered that the private venture group would be very reluctant to share data with the group.
- 12.6. GP considered that it was possible that the Mayfield Memorial Hall replacement project lacked viability, since it was reported that the life of the existing hall was substantial. IB commented that a survey had been carried out in the past. PD noted that the replacement of the Mayfield Memorial Hall was key to the future development of the village.
- 12.7. IB also noted that the provision of a Doctors' Surgery in the project would solve a number of difficult problems.
- 12.8. The minutes were accepted by UNANIMOUS VOTE. The Terms of Reference for the committee were accepted by 10 Votes for and 1 recorded abstention DK.

13. MINUTES OF THE DEVELOPMENT COMMITTEE HELD ON 4 DECEMBER 2006 (6D8)

- 13.1. PX was not present at the meeting and no report was made.
- 13.2. With regard to the proposed Parish Plan Exhibition to be held on the 27 January 2007 PD outlined the proposed exhibition content and its major objectives:
 - Parish Plan
 - Development Areas and Boundaries
 - The Mayfield Memorial Hall development
 - Questions to the CouncilFinal arrangements will be made over the next two weeks.
- 13.3. The minutes were approved by UNANIMOUS VOTE.

14. MINUTES OF THE SECURITY MEETING HELD ON 5 DECEMBER 2006 (6S4)

- 14.1. The minutes of the meeting were approved by UNANIMOUS VOTE, and there were no questions on the minutes.
- 14.2. RF noted that with regard to dog nuisance it was possible to bring action under environmental nuisance if necessary.
- 14.3. RF noted that as the police were placed under ever more tighter budgetary constraints it was inevitable that police numbers would be reduced.

15. MINUTES OF THE YOUTH COMMITTEE MEETING HELD 17 DECEMBER 2006 (6Y6)

- 15.1. DK reported that the formal minutes were not yet available, and the notes at the time had been circulated to the meeting.

There were no questions on the notes.

- 15.2. There was debate as to the exact requirements for child protection. The Parish did not have a formal policy and worked under the general arrangement used by Heathfield. It was agreed by the Council that the Clerk would obtain a copy of the policy so that detail could be clarified.

ACTION DT

- 15.3. PD wished to place on record the achievements of the group and the facilities it had provided for the youth of the village.

16. REPORTS FROM COMMITTEES NOT HOLDING MEETINGS DURING THE PERIOD

- 16.1. PD reported that ESCC had recently circulated a questionnaire and details of the current Central Government policy on speed restrictions.

17. SPEED RESTRICTIONS

- 17.1 JB raised a number of questions with regard to the Parish Council Speed Restriction Policy (circulated December 2006 meeting 6C08) which were considered but did not lead to any further amendment to the document.

The Parish Council Speed Restriction document was approved by UNANIMOUS VOTE.

18 COURT MEADOW MANAGEMENT PROPOSAL

- 18.1 The Council accepted and confirmed the proposals for the future management of Court Meadow as under

‘We have been advised that the Mayfield and Five Ashes Parish Council acquired the area of land known as Court Meadow under statutory powers, by virtue of a compulsory purchase order and using rate-raised funds. It is the considered view of this Committee therefore that the control and management of the facilities should rest with the residents of the Parish, through their elected representatives on the Parish Council.

As a local council is not empowered to dispose of land it has acquired for a recreational purpose without going through certain procedures which are laid down in acts of Parliament these safeguards will ensure that the facilities will be available for residents in perpetuity.

As some areas of Court Meadow have been identified by the National Playing Fields Association as being unsuitable for outdoor recreation it is proposed to review these areas to examine the possibility of utilising the space more efficiently and suitably to provide additional and updated amenities which would benefit all Parish residents.

A field survey will be carried out by a professional Surveyor, under the instruction of the Parish Council, to define such amenity areas within Court Meadow and proposals

will be placed before user organisations and the residents of the parish at a public meeting for their reaction within 3 months of the survey.

19 CLERK'S REPORT

19.1 The Clerk's report was circulated. The following questions and actions arose:

- Clarify the position with regard to the Flower Tubs at Rosina's.
- To note the Five Ashes meeting dates had been booked.
- The 'Reserves' Report was noted.

20 OTHER ITEMS OF INFORMATION AND FUTURE AGENDA ITEMS

20.1 MP reported that the Parish Office had been re-organised and new state of the art computing equipment installed as well as improved fax and scanning facilities. It was hoped that this would help the Council cope with the ever increasing workload.

20.2 The Clerk reported that another two people had been asked to submit responses to the need to improve the Council website.

20.3 LM reported that the new office layout left little room for members of the public to participate in meetings. It was agreed to remove some of the existing hard chairs and purchase or borrow a number of folding chairs. To be placed on next F&GP agenda.

ACTION DT

20.4 It was confirmed that the addition of the Clerk's assistant would not alter the opening hours of the Parish office.

20.5 A question with regard to the fencing arrangements for three houses in Five Ashes was raised.

- Hekla
- Rose Cottage
- Old Post Office

The Clerk would check current planning authority and place on a Planning Meeting agenda.

ACTION DT

20.6 Land slip at Old Tunbridge Wells Road. The Clerk explained the reasons for current delays to the completion of the work, and was instructed to see if some clearance could be arranged.

ACTION DT

20.7 The current position with regard to Old Cottage was explained at the request of DK.

THE MEETING CLOSED AT 2138 HOURS.

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

VENUE: FIVE ASHES VILLAGE HALL
DATE: MONDAY 12 FEBRUARY 2007
TIME: 1930 HOURS