

MAYFIELD AND FIVE ASHES PARISH COUNCIL

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

**CHAIRMAN OF MAYFIELD AND FIVE ASHES PARISH COUNCIL
 COUNCILLOR MARTIN PITCHER**

SUMMARY OF MEETING

- Emergency Planning – presentation by WDC
- Mayfield Post Bus – possible new service serving Wadhurst, Mayfield, Rotherfield, Jarvis Brook and Crowborough discussed.
- Mayfield runners-up in Village of the Year competition

ATTENDANCE

Martin Pitcher	(MP)	Present and Voting
Paul Amans	(PA)	Present and Voting
Peter Deller	(PD)	Present and Voting
Jane Driscoll	(JD)	Present and Voting
Elaine Wheeler	(EW)	Present and Voting
Patricia Balfour	(PB)	Present and Voting
Jayne Bramwell	(JB)	Present and Voting
Graham Playfoot	(GP)	Present and Voting
Hubert Hills	(HH)	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
Jerry Watkiss	(JW)	Present and Voting
Tony Lay	(TL)	Present and Voting

Present and voting 15 Present and not voting 0
 Apologies for Absence 0 Not present 0 Other Council Business 0

Also Present

ESCC Councillor Robert Tidy (RT), Wealden District Councillors Brian Redman (BR) and Graham Wells (GW)

David Thompson Parish Clerk (DT)

Apologies for Absence

R Standley (WDC), C Dowling (ESCC) **Not Present** Councillor Jonica Fox (WDC)

There were 8 members of the public present.

MINUTES

1. DECLARATION ON INTEREST BY MEMBERS ON AGENDA ITEMS

- 1.1. G Playfoot declared an interest in Five Ashes Village Hall since he was Chairman of the Committee.
- 1.2. There were no other declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. The Chairman announced the next meeting of the Full Council which would be at Five Ashes and would include the annual Schools Council Question and Answer Session. He announced that he had been informed that Mayfield Primary School would be unable to attend owing to difficulties in finding staff for escort duties. However the meeting would go ahead as planned and the Clerk would inform both schools.

ACTION DT

3. PUBLIC QUESTION TIME

- 3.1. Lloyd McLean informed the Parish Council that documentation on the future of Mayfield Community Hall had been sent to a number of architects, with information on what each organisation required. As a result of this clear plans and drawings would be made available, and there would be some expertise.
- 3.2. It was noted that there were some issues regarding the Mayfield band which needed to be settled.
- 3.3. There were no other public questions.

4. EMERGENCY PLANNING

- 4.1. A presentation on Emergency Planning was given by Mr John Wood of Wealden District Council (Emergency Planning and Business Continuity Officer).

The main area of the presentation centred around the need to have a good emergency plan for the Parish which gave clear guidance in case of an emergency. The roles of the various emergency services was also covered in depth.

- 4.2. An outline template of an emergency plan was left with the Clerk for action, since it would appear that the emergency plan for Mayfield and Five Ashes is considerably out of date.
- 4.3. JW thanked Mr Wood for his presentation and asked to what extent the emergency services held plans for emergency. Mr Wood replied that robust plans were in place for most types of emergency and co-ordination processes were in place.
- 4.4. The Parish Plan for emergencies needed to have:
 - Telephone numbers of key contacts.
 - Knowledge of possible danger areas so that a quick response could be achieved, for example locations where gas cylinders are used.
 - Good communications needed to be established.
 - Locations of power points, water points and other assets.
 - The need to provide locations for shelters.
 - To complete a risk register, which would include flood risk areas.
 - List of vulnerable people.

- Small garages where work is done – where large quantities of flammable materials might be kept.
 - Need to have an incident log sheet in order to recover costs at a later date.
 - Must be kept up-to-date and each plan must have an owner.
 - Rest Centre contacts need to be listed.
- 4.5. It was noted that:
- Training was available in risk assessment techniques.
 - Each area had a radio operator (HH) was ours.
- 4.6. JB asked for further details on the radio network. Mr Wood replied that twenty parishes were on the network and eight to ten regularly responded when exercises were held. It was the practice to use radio plus landline telephones, mobile phones could not be relied on.
- 4.7. CL asked that in the event of an emergency who was in charge? Answer:
- Police always cover media relations.
 - Life and Limb – Police
 - Fire – Fire and Police
- 4.8. HH asked that where incidents happened resulting in fallen trees was it necessary to have training and be certified to use a chain-saw? Answer: Use common sense, a local decision based on experience of the chain-saw users was required.
- 4.9. With regard to a question from HH, Mr Wood replied that Rest Centres were a WDC responsibility and they would provide the necessary provision of equipment and training.
- 4.10. With regard to vulnerable people it was noted by HH that DHSS files were not available so the emergency services would not have a complete record of such people. It was considered that neighbourhood watch was an organisation which might be able to advise. It was agreed that there was data release issues, but these did not apply to major incidents.
- 4.11. I Bruce noted that she was a Rest Centre Volunteer, but wondered whether the communication systems were adequate – for example in a recent event people did not know where to go, and did not know when they could go back home again. WDC admitted that things could have gone better, and that lessons had been learnt from the subsequent analysis.
- 4.12. MP thanked Mr Wood for his presentation.

5. MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON 10 SEPTEMBER 2007

- 5.1. With one amendment the minutes were approved by UNANIMOUS vote.
- 5.2. G Playfoot once again drew attention to the steps around the Rights of Way notice board in the Village Hall grounds. The Clerk replied that it had been agreed that the area would be landscaped to ease the mowing problem. He noted that the project had been properly authorised and by approving the minutes had Full Council Authority. It was agreed to place the issue on the F&GP agenda.
- 5.3. It was noted that Jonica Fox (WDC Five Ashes) had not attended meetings recently.
- 5.4. JB enquired about the cost of the football team line marker. The Clerk noted that it had been selected from a number of varying priced models and although not the cheapest

was considered to be the best for the job. It had been fully agreed by the Finance and General Purposes Committee.

- 5.5. CS asked that her statement made at the NCN21 meeting be included in the minutes the Clerk said that they would be included when the text was received.

6. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 23 JULY 2007

- 6.1 The minutes were confirmed with one amendment by UNANIMOUS vote.
- 6.2 DT commented that with regard to minute 7F5/6.3, he had as yet no knowledge of this act but would continue his investigations.
- 6.3 There was some debate over the recent acquisition of storage accommodation in Heathfield. There was some opinion that all surplus records be sent to ESCC, but it was later noted that it would take at least a week to get records out again. The Clerk explained that the project had been properly evaluated by comparing a number of options, of which the best had been chosen using the 4Cs criteria.
- The system was more an extension of office space and filing, and was easily accessed by road and public transport, the retrieval time was about one hour. It meant that the Parish Councils extensive archive of planning application documentation could be properly cared for. The Parish Council used NALC guidelines for document storage.
- 6.4 CL reported that with regard to the Mayfield Memorial Hall rebuilding scheme, their application for big lottery fund resources had failed. It was noted that there were ongoing problems with regard to the Mayfield Band. The reason for the failure to secure lottery fund resources was stated to be lack of sound planning data.
- 6.5 PD noted the drainage issues on Court Meadow and urged a speedy solution to the problems.

7. FINANCE REPORT – AUGUST 2007

- 7.1. CL drew attention to the Clerk's Finance Report noting that the main issues causing variance was the failure to obtain a grant for the Memorial Hall from WDC and timing problems with regard to the NI and tax payments.

8. REPORT FROM ESCC MEMBER R TIDY

- 8.1. RT reported that the NCN21 (Cuckoo trail) decision by ESCC would be published at 10.00 am on 17 December 2007. He noted that there had been a very substantial input of comments.
- 8.2. The ESCC had recently met with the new Chief Constable for Sussex Police. Martin Richards previous appointment had been in Wiltshire. The Chief Constable for the East Sussex Division was also present.

Key Issues were:

- Dedicated support to Neighbourhood Watch and for policing the maintenance of numbers and hours. This would be difficult because ESCC Challenge 2010 required a saving of some £10 million over the period.
- Crime was down 10%.
- Detection rates had risen by 21.5% to an overall 30% - six years ago it was only 17.5%.

- Sussex was one of the best performing police forces.
- 8.3. JB asked whether the reduction in funding was on a national basis – this was confirmed. Central Government were making major efforts to maintain services and there would be substantial redundancies.
- 8.4. With regard to policing budgets DR asked what was the total amount from which the £10m saving had to be made – answer £260m.
- 8.5. In answer to TL it was noted that there were two steps in the composition of police funding:
- Home Office
 - Local Police Precept – Sussex had a low police precept, it had recently risen by 6%.

9. REPORT FROM WDC COUNCILLORS BRIAN REDMAN AND GRAHAM WELLS

- 9.1. BR reported on budget issues affecting Wealden District Council.
- 9.2. With regard to Argos Hill Windmill there had been a further meeting with “Friends of the Windmill” with the object of forming a trust and to agree a future policy. GP noted that he had attended the meeting.
- 9.3. The planning application for Alwyns had been discussed and had been refused.
- 9.4. A review of complaints against the Council had taken place. Of the 4 million plus transactions there were 102 complaints of which only 11 reached stage 2 of the complaints procedure.
- 9.5. GW drew attention to the WDC design guide which was presently out for consultation. It was noted that the Parish Council would be sending a response.
- 9.6. The Council were holding a local democracy week which was designed to acquaint and educate people in the Council processes.
- 9.7. With regard to affordable housing, which GW saw as a key priority, there was difficulty in getting houses and the HOPE project was not moving fast enough. A working party was to be set up to remove obstacles affecting programme delivery.

10. MINUTES OF THE PLANNING COMMITTEE HELD ON 17 SEPTEMBER 2007 (7P11)

- 10.1. The minutes were approved un-amended by UNANIMOUS vote.
- 10.2. PD noted that the Alwyns application had been refused despite recommendations by officers. The reason had been on environmental issues. He noted that the college was the biggest single employer in the area. He was bitterly disappointed with the outcome.
- 10.3. Cost Cutters. It was noted that the charges to the roof which had been carried out were apparently not known to the owner, even though they were signed off in 2006.
- 10.4. Mayfield College Development – PD reported that a further change in this project was to be the subject of a planning application. This would add a further twelve dwellings to the total. He noted that the company would consider contributing to affordable housing elsewhere if they were required to accept an affordable housing quote.
- 10.5. A training course for planning matters had been organised for 29 November at Sparrows Green starting at 1830 hours. It would last two hours.
- 10.6. It was reported that cost cutters were continually blocking the road with rubbish and deliveries. The Clerk was instructed to inform the police of the obstruction of a conservation area.

ACTION DT

11. NCN 21 (CUCKOO TRAIL) CONSULTATION ISSUES

- 11.1. PD had prepared a draft letter for consideration of the Council. The letter gave the Council's corporate view on the subject.
- 11.2. After debate and the acceptance of a number of changes the draft was agreed, and would be sent to East Sussex Council.

12. WEALDEN DESIGN GUIDE

- 12.1. It was agreed that the Clerk would complete the Wealden Design Guide Questionnaire on behalf of the Parish Council.

ACTION DT

13. TRAFFIC COMMITTEE MEETINGS IN 2008

- 13.1. PD reported that because of the downturn in traffic issues and ESCC Transport Department concentrating fully on speed reduction issues he saw no point in holding the next meeting of the committee.

14. MAYFIELD POST BUS

- 14.1. The Clerk had circulated a paper which pre details on a possible solution in the form of a replacement for the post office bus service.
- 14.2. The service would be run by a 16 seat minibus serving Crowborough – Mayfield and Wadhurst three times per week. Some section 106 money was available to fund the service, and the remaining £9000 would need to be met by:
ESCC £4500
Wadhurst Parish £2225
Mayfield and Five Ashes Parish £2225
If approved, funding for the initial 6 months would be required.
- 14.3. Comments were:
 - Use the Mayfield convent bus
 - Does not serve Five Ashes
 - Does not serve Southmead Close
- 14.4. The Council were unable to reach a decision and the matter was put to the F&GP committee for further consideration.

ACTION DT

15. BRIEF REPORTS FROM COMMITTEES NOT MEETING DURING THE PERIOD

- 15.1. Rights of Way – JB reported that it was noted that the owner of Strathbourne was meeting with WDC and ESCC in regard to reaching agreement over the diversion of FP13 on the portion of his land.
- 15.2. Development – DR reported that the next meeting would be on 22 October when the Strategy paper would be debated.

- 15.3. Security – RF reported that the bonfire procession had gone well with only minor incidents involving police taking place.
- 15.4. Youth – DR reported that the Youth Club leader had resigned and a replacement was being sought.

16. CLERK REPORT

- 16.1. The Clerk's report was noted.

17 VILLAGE OF THE YEAR COMPETITION

- 17.1 The Clerk reported that Mayfield had received a prize of £75, as runners up in Category 2 of the competition.

18 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

- 18.1 TL noted that he would be attending the ESCC consultation meeting on cycling and would be making a response.
- 18.2 JB reported that a number of trees in Five Ashes Village Hall field which had been planted some 40 years ago needed attention.
- 18.3 PD asked the Clerk if he would identify the position of Committee Chairman in committee minutes.

ACTION DT

- 18.4 PD recorded his extreme displeasure at the fact that the teachers of Mayfield Primary School felt unable to escort the children to the Council's special meeting to take part in the school's question time.
- 18.5 CL asked for an entry on fireworks to be placed in the November issues of Yellow Pages.

ACTION DT

- 18.6 CS announced that the Transition Group would be showing a further film at their November meeting at the Mayfield Memorial Hall. She reported that a significant number of people had attended the previous meeting and film show.
- 18.7 DR reported that the Old People's Welfare Committee were considering ending their existence since most of the issues that they covered were now being taken over by others.
- 18.8 HH in reply to PD (minute 18.4) noted that the teachers concerned were swamped with work, and as yet the new school council for Mayfield had not been formed.
- 18.9 With regard to J Woods presentation the fact that 8-10 people took part in the radio exercises on a regular basis. HH noted that the recent results were 5; 5; 4; 3; 4; 5; 4. The radio exercise was held on the first Tuesday of each month.

THE MEETING CLOSED AT 2153 HOURS.

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

VENUE: FIVE ASHES VILLAGE HALL

DATE: 12 NOVEMBER 2007

TIME: 1900 HOURS