



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

**HELD AT MAYFIELD PRIMARY SCHOOL
ON MONDAY 12 APRIL 2010 AT 1930 HOURS**

**Chairman of Mayfield And Five Ashes Parish Council
Councillor R Fitzsimmons**

**10C01
APPROVED**

**R FITZSIMMONS
CHAIRMAN**

SUMMARY OF MEETING

- Finance Report for February approved
- Office relocation reviewed
- Police report received
- Enforcement of car parking Mayfield High Street progress reviewed
- Parish Council assume Power of Well-Being
- WDC report rural recycling going well
- Mayfield allotment gardens to be re-opened

ATTENDANCE

Robert Fitzsimmons	(RF)	Present and Voting
Monica Aitkin	(MA)	Present and Voting
Paul Amans	(PA)	Present and Voting
Patricia Balfour	(PB)	Apologies for Absence (B)
Jayne Bramwell	(JB)	Present and Voting
Andrew Burnett	(AB)	present and Voting
Warwick Child	(WH)	Present and Voting
Jane Driscoll	(JD)	Present and Voting
Hubert Hills	(HH)	Present and Voting
Chris Lilly	(CL)	Present and Voting
Lloyd McLean	(LM)	Present and Voting
Graham Playfoot	(GP)	Present and Voting
Deveda Redman	(DR)	Present and Voting
Jerry Watkiss	(JW)	Present and Voting
Elaine Wheeler	(EW)	Apologies for Absence (B)

Present and voting 13 Present and not voting 0
Apologies for Absence 2 Not present 0 Other Council Business 0

Also in attendance: Wealden District Councillors Brian Redman (BR),
ESCC Councillor Chris Dowling (CD)
David Thompson Parish Clerk (DT) and Courier Reporter Vivien Levy
Police: Steve Etherington (SE) and Matthew Boyle (MB)

Apologies for Absence: WDC Councillors Jonica Fox (JF) and Robert Standley (RS) and Graham Wells (GW), ESCC Councillor Robert Tidy (RT)
There were no members of the public present.

MINUTES

1. DECLARATION OF INTEREST BY MEMBERS ON AGENDA ITEMS

- 1.1. CL made a general declaration of interest on the Agenda item 13 Rights of Way report with regard to Footpath 13C as an adjacent landowner (Minute No 10C01/12.3).
- 1.2. There were no other declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. RF and CD reported that ESCC Councillor Robert Tidy had been taken ill and was in Haywards Heath hospital. On behalf of the Full Council RF wished him a speedy recovery.
- 2.2. RF presented Power of Well-Being certificates to:
 - Councillor H Hills
 - Councillor L McLean

3. POLICE REPORT

- 3.1. SE reported that after a period of little or no criminal activity there had been a spate of burglaries in the Mayfield area. One of the burglaries appeared to be an isolated incident, but the others had a similar Modus Operandi. Residents were asked to be vigilant and to report any suspicious events.
- 3.2. PCSO M Boyle reported on the Mayfield High Street car parking initiative which had continued throughout the latter part of March and April. To date 28 fixed penalty notices had been issued. The campaign would continue.
- 3.3. It was also reported that speeds on the newly restricted zone in Five Ashes were being monitored.
- 3.4. In the question and answer session the following issues arose:
 - JB had not received any communication from Neighbourhood Watch despite being a co-ordinator. – SE to follow up.
 - There were cases where overnight parking on yellow lines could impede emergency vehicles. It was noted that in such an event the emergency services would clear away any obstructions to progress.
 - A scooter or loud motor bike was causing a nuisance on a regular basis in Five Ashes. Police to take action.
 - Motor bikes were overtaking cars and crossing over double white lines in order to do so. Residents were urged to report these incidents.
- 3.5. With regard to car parking in Mayfield, because of the double yellow lines in front of the church, the vicar and an unsubstantiated report that a hearse had been ticketed, causing some embarrassment. It was agreed that the Clerk would try and seek a solution to this problem with ESCC.

ACTION DT

4. PUBLIC QUESTION TIME

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

5. REPORT BY ESCC COUNCILLOR CHRIS DOWLING

- 5.1. CD reported that in the absence of RT who was in hospital he would cover all ESCC issues.
- Council tax increase of only 2.7% had been achieved by cost cutting.
 - ESCC were also making substantial savings by sharing resources on major contracts with surrounding county and other large councils.
 - CD was unhappy with the progress being made on the Five Ashes Speed Restriction project.
- 5.2. With regard to the Five Ashes speed it was noted that there were a number of tasks which needed to be completed
- Speed reaction signs not working
 - Foliage covering newly positioned signs
- CD noted that there were also safety audit issues to be resolved. He would follow up with ESCC and report back.

ACTION CD

- 5.3. RF noted that the route direction sign on the A267 (Horleigh Green/Mayfield) was damaged.

ACTION DT

- 5.4. JB noted that arrangements had been made with Michael Oates of ESCC for traffic speeds to be monitored on Newick Lane – to date no response had been received.

ACTION DT

- 5.5. JB also reported that the protective barriers for a bridleway crossing over the A267 had been removed, and had not been correctly replaced. CD to follow up.

ACTION CD

6. REPORT FROM WEALDEN DISTRICT COUNCILLOR BRIAN REDMAN (BR)

- 6.1 BR reported that WDC through its Transition Programme initiative would finish the financial year on budget.

- 6.2 The rural waste collection project was in its fourth week, comments so far were:

Good

- Caddies that fitted into bins
- Cardboard collection

Negative

- Bins everywhere
- Don't understand system
- Bins to be washed out
- Bins left out

There were questions and suggestions on

- Better definitions of categories of items
- Could glass be collected

- 6.3 BR also reported demographic information on the elderly in East Sussex compared with the rest of England. The fear of dementia was now the main health issue. As an observation DR reported on 2001 census data, and pondered the effects on the forthcoming 2011 census.

7. MINUTES OF THE FULL COUNCIL HELD ON 8 MARCH 2010 (9C11)

- 7.1. With two amendments the minutes were approved by UNANIMOUS vote.
- 7.2. With regard to minute 9C11/5.1 JB reported that she had been advised that D Munn (who had since left ESCC) had confirmed that the missing correspondence had been sent to a person in the ESCC legal department who had since been dismissed for incompetence, and that we must conclude that this was the reason for lost records. The matter would now be laid to rest.
- 7.3. With regard to minute 9C11/23.1 on Planning Application enforcement at Strathbone. In answer to questions the Clerk advised that WDC were acting on the enforcement request. The matter would be followed up by the Clerk.

ACTION DT

- 7.4. With regard to minute 9C11/23.3, WH reported that the MVC had requested that a directional sign to the Memorial Hall be fitted in a suitable place. The Clerk reported that a project was being developed for a suitable sign to be provided by the Parish Council, but ruled out the provision of large road situated tourist style signs on the grounds of cost.

8. RESOLUTION 10C01 ASSUMPTION OF THE POWER OF WELL-BEING BY MAYFIELD AND FIVE ASHES PARISH COUNCIL

- 8.1. RF reported to the Full Council on how the eligibility criteria had been met for:
- Number of elected Councillors
 - Qualified Clerk
 - 80% of Councillors trained in Power of Well-Being
 - Statement of Intent as to community engagement

See Annex 1.

- 8.2. The following Resolution was placed before the Full Council

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

Proposed by Councillor R Fitzsimmons, Seconded by Councillor D Redman

The Resolution was passed by UNANIMOUS vote, and Mayfield and Five Ashes Parish Council assumed the Power of Well-Being under Section 77 of the Local Government and Public Health Act 2007.

9. FINANCE REPORT FEBRUARY 2010 (9FA11)

- 9.1. The Finance Report and accounts reconciliation had been circulated to members. CL noted that:
- Results were in anticipated parameters
 - Full detail was in the report
 - There was a year to date overspend on office expenses and corporate expenses
 - There were no main issues arising from the results
- 9.2. There were no questions on the financial results.
- 9.3. The Clerk reported that the initial year end results were showing expenditure at £81,653, with one or two invoices still to be included. The forecast outturn of £83,500 would be achieved.

10. MAYFIELD ALLOTMENT GARDENS

- 10.1. The Clerk reported the current position as:
- Agreement expected soon.
 - Rent £125 paid to WDC.
 - Area to be fenced.
 - Hope to have eight plots available.
 - Residents rent agreements to be progressed.
- 10.2. JW suggested that Transition Mayfield be contacted for assistance.
- 10.3. JD suggested that enquiries be made to see if the land comprising the allotment site could be bought from WDC so that the Parish Council would be able to preserve it from future development.

ACTION DT

11. COMMUNITY SAFETY COMMITTEE REPORT

- 11.1. RF reported that:
- There had been a number of burglaries
 - Car parking project for Mayfield High Street was encouraging
 - Most of the burglaries have been in the evenings, by forced entry. Only specific items were stolen and neatly carried out.
 - It had left a mark on Mayfield's good crime records.
- 11.2. AB reported some garden shed break-ins at Mark Cross.

12. RIGHTS OF WAY REPORT

- 12.1. Referring to the February Full Council meeting JB reported that arising from the report on the unsafe barrier over the bridge in Parsons Wood, the barrier would be repaired and all unofficial paths in the wood closed off (Minutes 9C11/23.4).
- 12.2. JB reported that the Rights of Way Committee had decided to progress the Bridleway 92 extension, in small sections, one at a time, until the route could be opened.
- 12.3. With regard to the FP13 appeal, the interim report from the Planning Inspectorate supported the compromise solution of opening the diverted path up to 2.5 metres wide, removing obstructions, and improving the surface. The landowner would have 90 days to make the improvements after which ESCC would take action.

13. ADOPTION OF MINUTES

- 13.1 The following minutes were adopted by UNANIMOUS vote:

9P16 Planning	Status Committee Approved
9P17 Planning	Status Committee Approved
9F10 Finance and General Purposes	Status Committee Approved
9R05 Rights of Way and Trees	Status Committee Approved

- 13.2 With regard to Minute 9P16/4.7 walled garden Trolls Hatch, JB noted that there was a bridleway near the site. GP reported that the Planning Committee had taken this into account when making the decision. However it was noted that the application had been turned down by WDC recently.

- 13.3 LM asked for information on the Lawful Development Certificate for Woolbridge Nursery (9P16/4.9).

ACTION DT

- 13.4 With regard to Minute 9F10/6.4 Love Lane car parking was noted that ESCC are still preparing cost estimates. Clerk to follow up.

ACTION DT

14. OFFICE RELOCATION

- 14.1. CL reported that Handleys had now indicated that the preferred option for Manor House would be to sell the head lease at a price between £70,000 to £80,000 as an alternative to a rent of £4850.
- 14.2. CL had produced an analysis of the costs of doing this and had concluded that it was not worth pursuing this course of action. The analysis is attached as Annex 2.
- 14.3. RF noted that the costings did not account for the Parish Council obtaining a valuable asset and security of tenure for two centuries. In his view the Manor House was much more suitable and would enable the Council to better serve the community.
- 14.4. CL noted that with the state of Parish Council reserves as they now are it would put the earmarked £10,000 for a grant to MVC at substantial risk.
- 14.5. After debate it was decided that the Clerk would write to Handleys showing an interest in both developing both options and noting that the Parish Council had to calculate which option was best for residents. It was noted that we could withdraw if necessary.

ACTION DT

14.6. The Clerk would also examine the problem in conjunction with SALC, so that the Parish Council would be able to reach a clear decision.

ACTION DT

15. REPORT FROM COMMUNITY DEVELOPMENT COMMITTEE

15.1. There was no report from the Community Development Committee. The next meeting was 19 April 2010.

16. YOUTH ACTIVITIES REPORT

16.1. In the absence of EW the Clerk read the key elements of the Youth report which is attached as Annex 3.

17. TRANSITION MAYFIELD REPRESENTATIVES REPORT

17.1 In the absence of PB there was no report.

18. CHAMBER OF COMMERCE REPRESENTATIVES REPORT

18.1 AB reported that following an Extraordinary General meeting that he had been elected as Chairman, and that he hoped he would be able to develop the work of the Chamber.

19. MAYFIELD VILLAGE CENTRE

19.1 WH noted that the MVC had asked the Parish Council to place direction signs to the Memorial Hall. Fundraising so far had reached £18,000, and that the MVC Committee met on a monthly basis.

20. ARGOS HILL WINDMILL REPRESENTATIVES REPORT

20.1 JD reported as follows:

The Trust Company is to be called The Argos Hill Trust Ltd. Cooper Burnett are acting for those concerned in forming a Trust company and it will be offered for the approval of the Charity Commissioners.

20.2 There were no questions to JD.

21. RESOLUTION 10C02

21.1 The following Resolution was placed before the Council:

Mayfield and Five Ashes Parish Council **RESOLVE** to elect a representative to serve on the Argos Hill Windmill Trust.

Proposed by Councillor R Fitzsimmons, Seconded by Councillor D Redman

21.2 LM needed to know precisely why WDC had elected not to serve on the Committee, since in his view it was their responsibility. After some debate it was agreed that:

- The Clerk would seek clarification over Wealden District Council intention.
- Place Resolution 10C02 on the May agenda.

ACTION DT

22 CLERK'S REPORT MARCH 2010 10X01

22.1 The Clerk's report had been circulated and questions were:

- Action 9C11/6.9 request for drainage ditches to be cleared on A267. GP noted that he had asked for Newick Lane. Clerk noted that there were four drainage ditch clearing actions.
 - 1 Newick Lane
 - 2 Fletching Street
 - 3 A267 Wellbrook Hill
 - 4 Tunbridge Wells Road adjacent to St Leonards SchoolAll were being progressed.
- Action 9C11/9.2 Clerk to examine whether yellow lines can be moved back so that the Church entrance is clear – see Minute 10C01/.

ACTION DT

22.2 There were no further questions on the Clerk's report.

23 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

- 23.1 WH enquired from members for suitable dates to meet the stonemason with regard to the War Memorial refurbishment.
- 23.2 WH advised the Council on his latest research which would lead to further changes to the Roll of Honour.
- 23.3 JB requested that the minutes section of the website be brought up to date.
- 23.4 JB enquired when the Rights of Way Committee Minutes 9R06 24 March would be ready. Clerk noted on hand ready to go to the Chairman. Also minutes 9F11 and 2009/10 Year End Rights of Way Workload.

ACTION DT

ACTION DT

THE MEETING CLOSED AT 2140 HOURS.

THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES PARISH COUNCIL IS THE ANNUAL MEETING 10C02 AND WILL BE HELD:

VENUE: MAYFIELD PRIMARY SCHOOL HALL

DATE: MONDAY 10 MAY 2010

TIME: 1930 HOURS

Annex 1

POWER OF WELL-BEING QUALIFICATION

1. Minimum of 2/3 Councillors stood for election at last election.

Total Councillors	15
Stood for election	14
	93.3%

Note current position is 11 elected, 4 co-opted 73.3%

2. Qualified Clerk

D E Thompson

(a) Certificate in Local Council Administration

Pass 26 October 2007

(b) CILCA Section 7 Power of Well-Being, CILCA 2008

Pass 12 January 2010

3. 80% of Councillors trained in the use of the Well-Being Power

No of Councillors	15
No trained	14
	93.3%

4. Published a Statement of Intent as to Community Engagement

A/DOC/09/COMENG Version 3

Annex 2

Manor House

- 1 The asking rent is £4,850 per annum.
- 2 The Parish Council has offered £4,500 per annum, a figure which it had been suggested was likely to be accepted.
- 3 Since making this offer of £4,500 per annum five weeks have gone by and it now transpires that the landlord has a preference for selling the Head Lease.
- 4 It has been intimated that offers in the range £70,000-80,000 are expected for the purchase of the Head Lease, which has a remaining duration of 219 years.
- 5 The lowest cost loan overall from the PWLB would be what is known as an equal instalment of principal (EIP) loan and, for a loan of £75,000 over 25 years, the annual cost would be £6,367.50 per annum – payable in two 6 monthly instalments. This is c.£1000 per annum more than we are paying for London House, and almost £2,000 per annum more than we had hoped to pay by renting the Manor House on a 5 year term.
- 6 Through the PWLB there is an option to pay using an annuity approach, which reduces the annual cost to £5,074.24 per annum for a 25 year term, but the overall cost over 25 years is 7.6% more expensive, amounting to an extra £8,921.
- 7 Obviously one could arrange a longer term and reduce the monthly payments, but 25 years is already a long commitment.
- 8 Indeed, quite apart from the costs, consideration needs to be given to whether it is advisable to commit the Parish Council for even 25 years given that, whilst the Manor House is an improvement on London House, it may not be considered to be so advantageous that it warrants such a long term commitment.
- 9 Not taken into account in the above costs are the need to keep the fabric of the building in good repair which, without a surveyors report, would be difficult to calculate.
- 10 The update costs are summarised in the table below.
- 11 The conclusions are:
 - a) It would cost £1,140 per annum more to purchase the Head Lease than we currently pay to rent London House (after year 1 costs). Renting the Manor House would only be £566 per annum more.
 - b) First year non-recurring costs are likely to be almost £10,000 to purchase the Head Lease, £1,500 more than to rent the Manor House.
 - c) Note that the full costs of just renting the Manor House are likely to be £9,246 more than staying in London House, somewhat higher than previous estimates – in the first year.

		London House	Manor House		
		Rent	Rent	Buy Head Lease	
				PWLB Annuity	PWLB EIP
Annual recurring costs	Annual rental	5,380	4,500	0	0
	Purchase of Head Lease / 25 year PWLB loan	0	0	5,074	6,368
	Storage costs	917	0	0	0
	Electricity	200	700	700	700
	Gas	0	20	20	20
	Water	0	145	145	145
	Sewerage	0	378	378	378
	Ground Rent	0	5	5	5
	Buidlings Insurance	0	300	300	300
	Rates	0	765	765	765
	Extrenal painting & repairs	0	150	150	150
	Internal painting & repairs	0	100	100	100
	Total annual recurring costs	6,497	7,063	7,637	8,931
One off non-recurring costs	Landlord's Legal costs (estimated)	0	1,500	2,000	2,000
	PC legal fees (estimated)	0	500	1,000	1,000
	London House termination costs	0	5,380	5,380	5,380
	Removal costs	0	300	300	300
	Fitting out	0	300	300	300
	Initial re-decoration	0	300	300	300
	IT moving costs	0	100	100	100
	Change of use (rates)	0	300	300	300
	Total extraordinary costs yr 1	0	8,680	9,680	9,680
	Total costs yr 1	6,497	15,743	17,317	18,611
	Excess over London House	0	9,246	10,820	12,114
	Total annual costs after yr 1	6,497	7,063	7,637	8,931
	Excess over London House	0	566	1,140	2,434
	Total loan costs over 25 years	0	0	126,856	117,935

Abbreviations:

EIP = equal instalments (payments) of principal throughout loan term

Annuity = reducing principal over time as per a regular mortgage

Notes:

1. PWLB loan assumed to be over 25 years
2. Rents can rise after each fixed term period

Annex 3

Mayfield and Five Ashes Parish Council Drop-In Centre

Monday 29 March 2010

Mayfield Drop-in Centre

Mayfield continues to attract youngsters, including those from the Five Ashes Area, with the addition of young ladies to the centre, it has been an interesting mix with the ladies much in demand.

We were unsuccessful with the last round of Youth Bank Funding, which we had hoped to use to produce some artwork to brighten up local care homes and hospitals.

The funding we did get for the Outbound Project for £2067.00, to be used for regular bowling trips has only been used for two trips due to availability of bowling complex and number of youngsters available. The first trip was arranged on 25 November, as many youngsters highlighted their commitment to seasonal activities with their various schools/colleges. January also appeared to be a busy month, so the second trip was arranged beginning of February. We were hoping to ask if we could extend to end of April, as we understand the balance needs to be returned to the Youth Bank.

Number of youngsters has maintained with as many as 20 turning up last Tuesday evening. We have had a problem with some of our older members, who feel they no longer fit in and have of late been a bit disruptive with the younger members. In the past, the older members have drifted away either by getting jobs or have just grown out of the centre, but at the moment we have around 5 young people aged between 16 and 17 that have asked if they can have a room for themselves. We were able to do this in the past but as the numbers have grown and sometimes our young ladies prefer to do differing activities to that of the young lads we have been using both rooms. Last week I took the measure of sending home the young people mentioned as they had been winding up younger members and had tried to commandeer the kitchen or toilet area. They refused to leave the immediate area and we had to stop them from re-entering. Eventually they did disperse but when we had finished clearing up to go home I found four traffic cones around my car. Should this continue this coming week, I will have no choice but to inform our local community Police officer and may well ask for advice.

I appreciate that there is nothing available for the older youngsters and it is difficult to combine activities, as they aren't interested in activities that involve younger members purely on age and have tried on several occasions to occupy one of the rooms.

Interest has been shown to revisit the Ashdown Forest Police complex as the youngsters that did attend spoke favourably of the trip and it is hoped that we can take another small group in April.