

HURST GREEN PARISH COUNCIL

Minutes of the Meeting held in Hurst Green Village Hall on Tuesday 31st July 2018 starting at 8:00pm.

Present:- Councillor Browne (Chair), Councillor Brown, Councillor Duddridge, Councillor Janes, Councillor Johnson, Councillor Kenchington, Councillor Wright and County Councillor Barnes. The Clerk and the RFO, David Hilbourne were in attendance along with three members of the public.

1.0 Apologies for Absence:- District Councillor Prochak (*Away*).

2.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the Tuesday 26th June 2018

Minutes proposed by Councillor Brown and seconded by Councillor Duddridge.

3.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.*
None received.

3.1 APPLICATIONS FOR DISPENSATION – *to consider written requests from Members for Dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.*

None received.

4.0 Applications for filling the Council vacancy via co-opting.

The Clerk has rec'd no applications however a member of the public present at the meeting expressed a possible interest and would contact the Clerk before the next meeting.

5.0 Community Activities and reports: -

5.1 Report on 2018 Fete and to consider future events

Councillor Johnson reported that all had gone well and the fete was a great success.

The RFO, David Hilbourne, expressed concern over lack of communication between the Fete Committee and the Parish Council re expenditure. He especially noted his frustration at the changes made to payees after cheques had been written out according to invoices rec'd.

The Chair suggested that it might be more appropriate if the Fete Committee were to run the event as a separate activity with the Parish Council giving a donation of £500 and allowing the use of Lodge Field for free. This would give the Fete Committee more leeway to source their own insurance and deal with stallholders and entertainers and the funding issues involved.

Councillor Johnson reported that he would meet with the Fete Committee to see what they wanted to do. To be put on the next agenda.

5.2 Neighbourhood Plan, progress report and to pass any necessary resolutions (Cllrs. Brown & Wright)

Councillor Brown gave the report. A lot of progress has been made with five task groups set up and running. A treasurer has been appointed and they will work with the RFO, David Hilbourne, re the finances. Terms of Reference have been approved.

A letter has been sent to Rother District Council re concerns over their lack of recognition of the Hurst Green Neighbourhood Plan and housing site allocations.

Although a consultant has not yet been appointed it is expected that this will be done soon.

The Chair said this was good news and congratulated them on their excellent progress.

5.3 SSALC training sessions and feedback from training course (Cllr. Browne)

Councillor Browne attended the Chair Networking Day arranged by SSALC in Falmer. Various speakers gave reports including Kathy Bourne the Crime Commissioner. A lot of Councillors present expressed concern that they all found it almost impossible to get through to Sussex Police on the 101 number and was there another way of contacting them?

The Air Ambulance did an excellent presentation and there were presentations on Council administration and employee relations.

Also discussed Speeding Report and how to slow drivers down but no consensus could be agreed on this issue.

The Chair presented Councillor Wright with his Tree Inspection Certificate awarded at his training session.

5.4 World War 1 event celebrating 100 yrs. since the end of the War

Beacon in Stage Field will be lite and Councillor Janes will look into this and any other activities to support the event. Clerk to re circulate email about the event.

5.5 General waste bins and additional dog waste bins and possible sites (Cllrs. Johnson & Wright)

Postponed to the next meeting as Councillor Johnson has not had the time to thoroughly look into this.

Councillor Wright reported that a local resident and her son regularly pick up litter in Lodge Field.

The Chair said this was excellent news and that he had noted how clear of litter the field was.

It was also noted that another resident regularly picks up the litter from the Churchyard and Burgh Wood.

All Councillors applauded this community spirit and asked for thank you letters to be sent to both.

5.6 Car Parks and Parking

Councillor Wright expressed concern about the effect that Civil Car Parking Enforcement will have in the Village when implemented due to the lack of available parking for householders and visitors alike. Thought that this may well be an issue for the Neighbourhood plan to cover. To be put on the next agenda and working party to be formed if necessary.

5.7 Hurst Green Facebook page and Parish Council's possible input. (Cllrs. Brown and Johnson)

A work in progress.

5.8 Electronic Communications (Cllr Brown)

Councillor Brown reported that the parish website can provide email accounts for all Councillors as well as the Clerk and RFO. Councillor Brown will provide an information sheet to help Councillors set themselves up with this and will visit Councillors if necessary to help. This will help with GDPR.

5.9 Clerk's report – circulated

Report previously circulated by email. No questions rec'd.

5.10 Libraries update (Councillor Brown)

Work in progress. Councillor Brown still looking at sites the preferred one being the Community Shop however space is an issue.

5.11 1066 Community Coffee and Information Project.

Councillors **unanimously agreed not to be involved** in this project.

6.0 Planning: -

Councillor Barnes reported on an upcoming planning issue with Hayes Mill Oast. RDC has asked that the owners re-submit a previous planning application from 2011 which was dismissed at appeal in 2017.

6.1 RDC Planning decisions

RR/2018/871/P - Mill Barn, Silverhill, Hurst Green TN19 7QD. Conversion of ground floor of annex building from garage and workshop to ancillary living accommodation, extension to annex building to form garage and store. **Granted.**

RR/2018/1493/P - Boarzell Cottage, London Road, Hurst Green TN19 7QY. Redesign of facades and new pitched roof to existing flat roofed two-storey extension, proposed part single storey, part two storey side extension and extension to detached garage. **Granted.**

RR/2018/1134/P - Jesses, London Road, Hurst Green TN19 7QS. Construction of double bay timber carriage house with attached workshop/storage in place of gravel parking area forward and to the side of the house. **Granted.**

6.2 Current Applications.

RR/2018/1606/P - Round Wood House, Ticehurst Road, Hurst Green TN19 7QT Erection of new single storey timber pool chalet (retrospective). **Supported.** Noted disappointment that this was a retrospective application!

RR/2018/1873/P - 33 Great Oak, Hurst Green TN19 7QF Two storey rear extension to replace existing conservatory. **Not Supported.** Majority decision due to concern at loss of neighbour's privacy.

RR/2018/1777/P (TICEHURST) - Bantham Farm, London Road, Ticehurst TN19 7QY Variation of condition 2 imposed on RR/2013/2533/P to allow the addition of a mobility scooter access terrace and veranda to the perimeter of the building along with an access ramp, internal changes and subdivisions, external changes to fenestration and addition of roof light. Side extension for water tank store. **Not supported.**

7.0 **Finance/RFO's Report:-**

The RFO, David Hilbourne read out his report.

The RFO expressed concern that he was receiving invoices that had not been authorized in particular one for the Village Hall. After discussion this was realised to be a misunderstanding over process which would be addressed at the next meeting.

The RFO noted that the Auditors would not sign off the Audit due to a technicality as the agenda items 9.4 and 9.5 should have been reversed.

7.1 Current financial position

Balance of accounts

Community Account (6752)	£18,302.01	as at 25 th July 2018
Community Savings (6779)	£3,943.06	as at 25 th July 2018
Renewals A/C (6760)	£10,081.92	as at 25 th July 2018

These figures are the position as at the latest statements received as shown. They do not include monies received or paid away subsequently.

Direct Debit payments

None.

Payments received

None.

7.2 Motion to approve invoices and approval and issue of Cheques

Urgent cheques drawn and paid away

Cheque No. 100941 - D&G Browne, mowing Stage Field (July).	£252.00
Cheque No. 100942 - D&G Browne, grass cuts for Lodge and Drewetts Fields (July).	£168.00
Cheque No. 100933 - Soc. of Local Council Clerks (SLCC), Clerk's sub.	£118.00

Cheques to be authorised for this meeting

Copies of invoices re items below previously circulated via email to all Councillors.

Cheque No. 100934 - J Ellis, Clerk's Salary (July).	£563.38
Cheque No. 100935 - D Hilbourne, RFOs salary (July).	£137.65

Cheque No. 100936	- East Sussex Pension Scheme, re Clerk (July).	£161.95
Cheque No. 100937	- Pet Waste Solutions, clearance of dog bin (3) waste for July.	£101.40
Cheque No. 100938	- SSALC, fee for Chair's Networking Day.	£96.00
Cheque No. 100939	- HG Village Hall, shared cost of telephone in VH.	£185.34
Cheque No. 100940	- Playsafety Ltd (RoSPA), annual inspection fee.	£138.60
Cheque No. 100943	- East Sussex Highways, column test street light (Coronation. Gdn).	£70.00
Cheque No. 100944	- Robertsbridge Gdn Mc Centre, cut play area Lodge Field and hedge cut.	£972.00
Cheque No. 100945	- RALC (Rother Assn of Local Councils), sub for 2018/19.	£35.00

A resolution for approval is sought for present and past invoices (*as circulated via email prior to the meeting to all Councillors*) and issue of Cheques.

Approval of Invoices and Cheques proposed by Councillor Wright and seconded by Councillor Duddridge.

7.3 Resolution to support purchase of Anti-virus software for Parish Council

Councillor Brown thought that the free AVG anti-virus software was sufficient for the needs of the Parish Council and other Councillors agreed with him.

It was unanimously resolved NOT to support this.

8.0 GDPR - Update and progress report (Clerk)

The Clerk has obtained some documents from Satwana which have been emailed to Councillors to review.

9.0 Playing & Stage Fields

The Clerk has been asked by the Cricket Club groundsman to have the trees in Drewetts Field checked as there was one broken bough hanging over the back storage area of the pavilion.

Councillor Wright will do this.

9.1 To arrange date for Drewetts Field Trustees meeting

Postponed to next meeting.

9.2 Fitness equipment (Cllr. Johnson)

Postponed to next meeting

9.3 RoSPA Safety Inspection report for Lodge Field play equipment and to pass any necessary resolutions in connection with this.

Clerk to chase up contractor re 2 days work in Lodge Field to address as many of the issues as possible in this time.

10.0 Footpaths, Transport & Roads

Clerk to contact East Sussex Rights of Way over date for footpath 23 appeal by the Planning Inspectorate.

10.1 Community Speedwatch Initiative

Work in progress. Steve O'Connell from the Community Speedwatch team will visit Councillor Kenchington.

10.2 Incidents reported by residents at A21/Station Road pedestrian crossing (Cllr. Brown)

Reports on the Hurst Green Facebook page that vehicles are falling to stop at the red lights on the A21 pedestrian crossing. One report involved a Jempson lorry.

Also noted that the variable speed signs at the school have still not been fixed.

Councillor Wright reported that people were also having problems crossing the A265 at its junction with the A21.

Councillor Barnes suggested a special meeting in September or October to discuss the A21.

Huw Merriman MP to be invited.

11.00 Notices and Correspondence:-

Correspondence previously circulated via email.

Councillor Barnes noted that the National Planning Framework has just been published.

11.1 Urgent issues requiring attention

None.

11.2 Councillors questions

None received.

12.00 Items for the next agenda:-

Neighbourhood Plan and Waste bins. Other items to be emailed to Clerk as necessary.

13.0 Date and time of next Meeting:-

The next meeting is on Tuesday 28th August 2018 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

The Chairman declared the meeting closed at 10.30pm.

Distribution of Minutes: -

All Parish Councillors

Parish Council Noticeboard

Parish Council Website

ESCC Councillor J. Barnes

RDC Councillor S. Prochak.

Signed

Chairman

Dated