

## HURST GREEN PARISH COUNCIL

Minutes of the Annual General meeting held in Hurst Green Village Hall on Tuesday 31<sup>th</sup> May 2016 starting at 8:00pm.

**Present:** - Councillor Browne (Chairman), Councillor Duddridge, Councillor Harrison, Councillor Janes, Councillor Johnson, Councillor Peacock, Councillor Wright, District Councillor Prochak and County Councillor Barnes (from 8.10pm). The Clerk and the RFO David Hilbourne were in attendance and 4 members of the public.

**1.0 Apologies for Absence:-** Councillor Cruse.

### 2.0 ELECTION OF OFFICERS

**2.1 Election of Chairperson and signing of Acceptance of Office:-**

One nomination rec'd. Councillor Browne was proposed by Councillor James and seconded by Councillor Wright. **Unanimously supported.** Acceptance of Office signed in front of the Clerk.

**2.2 Election of Vice Chairperson and signing of Acceptance of Office:-**

Two nominations received. Councillor Janes was proposed by Councillor Peacock and seconded by Councillor Wright and Councillor Peacock was proposed by Councillor Funnell and seconded by Councillor Johnson. Both parties left the room and the vote was split hence all agreed to appoint both as Vice Chairs to deputise as necessary. **Unanimously supported.** Acceptance of Office signed in front of the Clerk.

*County Councillor Barnes joined the meeting.*

### 2.3 Election of Committees and Representatives

- a) Playing Fields - Councillor James agreed to look after Lodge Field and Councillors Browne and Duddridge would cover Stage Field. This was **unanimously supported and carried.**
- b) Footpaths & Roads - Councillor Johnson and Councillor Harrison expressed an interest in this and Councillor Browne proposed that this role should be shared amongst them. This was **unanimously supported and carried.**
- c) Community Representatives - Councillor Browne nominated Councillor Janes who agreed to the nomination and this was **unanimously supported and carried.**
- d) Representative to the Rother Association of Local Councils - Councillor Peacock agreed to be the representative and Councillor Browne proposed he should be appointed. This was **unanimously supported and carried.**
- e) Representative to East Sussex ALC Ltd (2)  
Councillor Funnell said he would be willing to take on this role and Councillor Browne proposed him. This was **unanimously supported and carried.**
- f) Tree warden - Councillor Wright expressed an interest in this position and was proposed by Councillor Browne. This was **unanimously supported and carried.**

### 3.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the 26th April 2016.

*The FRO, David Hilbourne noted that agenda item 6.3.2 just needed to be headed Accounting Statement and Balance of Books should be deleted.*

**Minutes proposed by Councillor Janes and seconded by Councillor Duddridge.**

**4.0 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.

Councillors Janes and Wright expressed an interest in 7.8 due to their involvement with the group. Councillor Browne expressed an interest in 7.3 as Poppy appeal co-ordinator for the Village.

## 5.0 Community Activities and reports:-

It was noted that there had been a break-in in Great Oak which has caused a lot of damage.

### 5.1 Village Fete, Risk Assessment and updates for insurance purposes

Risk Assessment was prepared by the Clerk and emailed to Councillors prior to the meeting. This was approved and signed by the Chair. Councillor Johnson would arrange to complete the relevant areas re public liability.

All arrangements for the Fete are going to plan.

### 5.2 Resolution to take over the RDC car park behind the Village Hall subject to conditions

The implications of taking on the car park from Rother was discussed. There would be business rates to pay on it as well as maintenance and repair costs although Rother would hand it over in a good state of repair.

Will need to contact Rother to see if the recycling facility made any money or if we would get money from Rother for siting it.

Councillor Prochak reported on Robertsbridge's current experience re taking on their car park which was taking a lot of time and had many implications.

The Parish Council would need to look at all aspects including byelaws which would cost £1,000 to set up.

It was agreed that a working party consisting of Councillors Browne, Funnell, Peacock, Harrison and Wright would work on this project. Meeting to be arranged.

*It was unanimously resolved to take over the car park subject to satisfactory conditions being met.*

### 5.3 County/District Councillors Report

**District Councillor Prochak** reported that Rother had just had its AGM. Councillor Paul Osborne (Playden) was elected as Chair and Councillor Mary Barnes (Ticehurst and Etchingham) as Vice Chair.

Main issue at the moment is decriminalised parking enforcement which Rother do not have although East Sussex County Council would like them to take this up. Councillor Prochak noted that Rother are waiting for Central Government to impose it rather than them having to decide.

Councillor Prochak reported that she had called in both the Hayes Mill Oast planning applications and that both had been refused.

**County Councillor Barnes** reported that little has happened that effects Hurst Green. ESCC has also had its AGM and a new Chair, Councillor Michael Ensor was elected. Ongoing issues with Broadband coverage which has not been as successful as hoped. Slower speeds than expected so they are now trying to get a new contract to increase speeds. Have realised that to be effective users need to be within half a mile of a green BT cabinet.

Hurst Green appears to be lucky and general has good speeds with no reported problems.

A new Highways contract came into force on the 1<sup>st</sup> May. A new fault reporting system is in operation with unfortunately, no cross over to the old system which means any outstanding issues need re reporting.

## 6.0 Planning: -

Roger Comerford, Senor planning Officer at RDC met with the Parish Council on the 3<sup>rd</sup> May and discussed planning sites in the Village. One main site identified in Village but Councillors noted that there was no consultation and Councillors wanted other sites to be looked at.

### 6.1 RDC Planning decisions

**RR/2016/615/P** - Haydon Lodge, Silverhill, Hurst Green TN19 7QB. Retention of mobile home for a temporary period of 2 years. **Granted**.

### 6.2 Current Applications

**RR/2016/1209/P** - Jesses, London Road, Hurst Green TN19 7QS. Single storey rear extension and roof lights. Due to situation and age of building Councillors decided they needed a site visit to access this application.

Clerk to write and arrange.

**RR/2016/1173/P** - 11 Ridgeway, Pipers Croft, Hurst Green TN19 7PJ. Single storey side extension. **Supported**.

**RR/2016/974/P** - 9 London Road, Bay Tree Cottage, Hurst Green TN19 7QP. Replace existing perimeter fence with a 2.5 meter fence, to reduce road noise. **Not supported.**

## 7.0 Finance/RFO's Report:-

Financial report given by the Responsible Financial Officer, David Hilbourne.

### 7.1 Current financial position

#### Balance of accounts

Community Account (6752)	£16,243.00	as at 24 <sup>th</sup> May 2016
Community Savings (6779)	£2,735.57	as at 24 <sup>th</sup> May 2016
Renewals A/C (6760)	£10,070.22	as at 24 <sup>th</sup> May 2016

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

18<sup>th</sup> May - HMRC, refund of VAT (all refunds for VAT for year ending 31/03/16 now cleared) £572.96

### 7.2 Approval and issue of Cheques

#### Urgent cheques drawn and paid away

Cheque No. 100660 - Hurst Green Community Shop, s132 donation re drainage (29/03/16, 4.4).	£3,000
Cheque No. 100661 - Hurst Green Village Hall, s132 donation re windows (29/03/16, 4.5).	£1,000

#### Cheques to be authorised for this meeting

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

Cheque No. 100662 - J Ellis, Clerk's Salary (May).	£433.26
Cheque No. 100663 - D Hilbourne, RFOs salary (May).	£123.98
Cheque No. 100664 - Spoilt.	-
Cheque No. 100665 - Zurich insurance, parish insurance (£295.07 recoverable HGCSHop).	£627.50
Cheque No. 100666 - East Sussex Pension Scheme, re Clerk.	£154.98
Cheque No. 100667 - Hardy Fencing, concrete bases for 2 seats & disabled entrance Drewetts).	£250.00
Cheque No. 100668 - SLCC, Clerk's membership fee.	£118.00

A resolution for approval is sought for present issue of Cheques.

**Cheques proposed by Councillor Peacock and seconded by Councillor Funnell.**

#### Annual Accounts

The RFO noted that the internal auditor's report of the accounts year ending 31<sup>st</sup> March 2016 has been done and circulated to all Councilors via email. Generally satisfactory but two items to discuss at next meeting re procedure.

### 7.3 Resolution to approve the Council's updated Asset register

Previously circulated with was **unanimously approved.**

### 7.4 Resolution to contribution towards Broadband Expenses for Clerk and RFO

Councillors wished to know more details and actual amounts to be paid. To be put on next agenda.

### 7.5 Resolution to pay the subscription to SLCC for Clerk

Already cover under 7.2. **Unanimously approved.**

## 7.6 Resolution to pay subscription to RALC

Councillors wanted to know the exact amount this was and as figure not to hand to be left for the next meeting.

*Cllr Browne declared an interest in 7.7 b)*

## 7.7 Resolution to pay donations under LGA 1972 s 137 for 2016 to:-

- a) Hawkhurst Community Hospital (friends of), £500
- b) British legion poppy appeal, £50
- c) Rother Responders £100
- d) Victim Support £50
- e) Hurst Green Cricket Club £250
- f) CAB £50

The Chair proposed the donations listed above be approved for payment by the Council. The Council **unanimously resolved to support the donations listed.**

*Cllrs Janes and Wright declared an interest in the next agenda item.*

## 7.8 Resolution to pay a donation to Hurst Green Children in Need theatre group £250 under LGA s145.

The Council **unanimously resolved to support this donation.**

## 7.9 Resolution to pay a donation of £1,000 to the PCC for the maintenance of the churchyard under LGA 1972 s125 (6)

The Council **unanimously resolved to support this donation.**

Councillor Barnes noted that the Churchyard is a Parish Churchyard rather than a Church one which therefore entitles anyone from the parish to be buried there.

## 8.0 **Playing fields**

Councillor Janes reported that the contractor for the repairs to equipment in Lodge Field had visited the site. A few more items to be repaired have been added since the previous quote so a new quote is to be issued.

The cost for the replacement equipment to do the repairs is £506.

Another 'No Dogs' sign has been put up in Lodge Field.

On-going issue trying to get Biffa to remove the Dog Waste from Drewetts field.

Clerk has obtained a quote from another company to supply and empty 2 Dog Waste bins. It was suggested the RDC should be contacted to see if they could offer a service as they do one for Robertsbridge. To be put on next agenda.

## 9.0 **Footpaths, Transport & Roads**

Councillor Johnson reported that there was wire and other rubbish on the footpath off of the A21 that went across Iridge Place towards Grove Hill Farm. Clerk to report.

Councillor Harrison expressed concern over the grass verges not being cut back and asked why they were not cut more often. Councillor Barnes will send out the ESCC schedule of cuts. He noted that parishes could take over the cutting of the verges if they wanted to. To be explored.

Councillor Johnson has taken photos of the bus parked on the pavement outside the Community Shop which gave no room for pushchairs to get through. He will email it to Councillors Barnes.

### 9.1 Update on footpath 23 (off London road by Jesses)

Footpath still blocked. Can apply to have it unblocked and it was suggested that the owner should be written to.

Clerk thought that this would be better coming from the Rights of Way Team at East Sussex and carry more weight. Councillor Barnes suggested that the Parish Council should make it clear to East Sussex that no diversion that took the path along the boundary of Alma Cottage would be looked on favourably.

Local resident is applying to have caution removed after taking advice and in light of recent information.

**10.00 Notices and Correspondence:-***Correspondence previously circulated via email*

Understand that a letter from Huw Merriman MP has been rec'd by the School petition organisers which he has pasted onto Highways England.

**10.1 Urgent issues requiring attention**

No urgent issues.

**11.00 Items for the next agenda:-**

None rec'd

**12.0 Date and time of next Meeting:-**

The next meeting is on Tuesday 28<sup>th</sup> June 2016 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

The Chairman declared the meeting closed at 10.00pm.

Distribution of Minutes: -

All Parish councillors.

Parish Council Noticeboard.

ESCC Councillor J. Barnes.

RDC Councillor S. Prochak.

Signed

Chairman

Dated