



East Dean & Friston Parish Council

Minutes of the Parish Council Meeting held on Thursday 4th October 2018 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 6.30 pm

Councillors present: Cllr M Keller (Chair), Cllr T Bryant, Cllr N Day, Cllr L d'Urso, Cllr K Godden and Cllr B Greenwell

In attendance: County Cllr S Shing (Item C.639a); District Cllr J Wilton (items C.627 – C.631); K Larkin (Parish Clerk)

There were no members of the public present.

The Chair formally reported the resignation of Councillor Amanda Hookham. Members were unanimous in thanking Ms Hookham for her energy and efforts on behalf of the parish, and wished her well in her new career.

C.627 Acceptance of apologies for absence: - Cllr P Hill, Cllr P Seeley and Mr P Williamson (Tree Warden)

C.628 Declarations of Interests: - Cllr T Bryant declared an interest in any business relating to Crowlink Place (neighbour)

C.629 Approval of the Minutes: - The minutes of the parish council meeting held on 2nd August 2018 were confirmed as a correct record and signed by the Chair.

C.630 BUSINESS IN PROGRESS

The council considered Report 4 on progress since the August meeting, and the following points were discussed:

- a) Village car park signage – the council would not pursue the installation of an additional sign prohibiting camper vans from entering the village car park. The high cost would not be justifiable and campers were not causing a problem. A village organisation had recently complained about the sign at the main gate prohibiting coaches, as day trips organised by some clubs and societies used the car park as a picking up point. The sign was not in fact new and had been installed by Wealden District Council who owned and managed the car park in accordance with their standard Car Parking Order 2015. **ACTION: KL to respond**
- b) Improved accessibility to Footpath 24 – improvements to this path would not attract any financial contribution from ESCC, but would need to be approved by ESCC, and be based on a standard accessibility specification requiring considerable work to the bed of the path and removal of all gates not required for a specific legitimate purpose. The cost would therefore be prohibitive. The

work could also be controversial as historic features like the squeeze gate would have to be removed. Members agreed not to proceed.

- c) Easement for soakaway – the surface of the recreation ground had been reinstated over the soakaway, though the concrete surround to the new manhole cover was not ideal on a cricket field.
- d) Play area fence – a further approach was being made to DJ Utilities.

ACTION: KL

- e) The Drove – ESCC had confirmed that it would be possible for the parish council to make a fresh claim to have The Drove recognised as a public right of way on a historical basis, if evidence could be found to demonstrate that there had been a period of at least 20 years when the path had been used as a right of way. Members agreed that redacted copies of the evidence forms previously supplied to the council by residents could be made available to the researchers (all personal details removed). A report would be brought to a future meeting. **ACTION : KL**

The Chair varied the order of business to enable the District Councillor to report

C.631 REPORT OF THE DISTRICT COUNCILLOR

District Cllr J Wilton reported on the following matters:

- a) Emptying of bins – collection schedules were still subject to disruption, particularly for garden waste bins, and glass was still being mixed with other recyclables for a variety of inadequate reasons. The advice remained to ring 443322 with any complaints
- b) Graffiti in bus shelter – the East Dean bus shelter on the south side of the A259 had been targeted but had since been cleaned.
- c) Post Office – representatives of the post office would meet the sub-postmaster on site on 5th October.

RESOLVED - That the report of the District Councillor be noted

C.632 BUSINESS IN PROGRESS (resumed)

The following additional points were discussed:

- a) Emergency Plan – the safe had arrived and would be installed in the Village Hall by permission of the Trustees. **ACTION: MK/BG**
- b) NHS pop-up Health Check Clinic – the council would offer the use of the Small Hall on Tuesday 6th November. The Chair would negotiate with the Hall Trustees as to the possibility of waiving or reducing the hire charge for this purpose. Advertising would commence as soon as the date was agreed with the NHS. **ACTION: MK/KL**
- c) Council website – some old information had been transferred onto the new website and would be edited out. Vision ICT should be asked to provide email addresses for all councillors linked to the website (£18 each per year). The possibility of setting up a newsfeed to subscribers should be investigated. **ACTION: LD/ND**

- d) New litter bin at East Dean bus stop (north side) – this had now been installed. Members thanked Cllr Hill and Cllr Seeley for the installation.
- e) Completion of Audit 2017-18 – members took note that the External Auditor had raised no comments and that completion notices had been published as required.

RESOLVED – That the Progress report be noted and action taken as discussed

C.633 RISK ASSESSMENT

The council considered Report 5, the draft Risk Management Strategy incorporating minor amendments proposed at the August meeting. It was agreed that the draft be approved and the recommended actions be worked through. The following actions were required:

- Information (Section 1.4) – the practice of providing a welcome pack for new members should be reinstated. **ACTION: KL**
- Personnel Health & Safety (Section 4.1) – risk assessments should be undertaken for personnel. **ACTION: BG/KL**
- Annual Review – the Strategy should be reviewed annually at the October council meeting. **ACTION: full Council**

RESOLVED – That the Risk Management Strategy be adopted with immediate effect

C.634 CAROLS AND FIREWORKS

The Council considered Report 6 by Cllr Hill and Cllr Seeley. It was noted that no procession was proposed as no safe route from the village hall to the recreation ground was currently available. The programme was now proposed to begin at 5.00 pm (half an hour earlier than proposed in the Report), with all subsequent timings brought forward accordingly. A detailed appraisal of car parking and marshalling arrangements (including provision for overflow parking) would be required for approval by the Gilbert Estate, following which it was anticipated that the Estate would grant a licence for the use of the Horsefield as the firing site. The firework display would be risk assessed and managed by Frontier Fireworks. Cllr Hill had kindly offered to do the parking and marshalling appraisal and seek sponsorship. It was intended that the event should be self-financing. **ACTION: PH.** The parish council would obtain temporary event insurance **ACTION: KL.**

RESOLVED - That the parish council should hold a one-off Carols and Fireworks event on 1st December 2018 using the Horsefield as the firing site and Frontier Fireworks to provide the display

C.635 CLOTHING BANK

The council considered Report 7 and the request from a commercial operator to install a clothing bank on council land. This would involve the loss of two parking spaces in the Downlands precinct where there was frequently pressure on spaces. The operation would also be non-charitable.

RESOLVED - Not to approve the installation of a clothing bank in the Downlands Precinct

C.636 REVIEW OF LICENSING AUTHORITY'S STATEMENT OF PRINCIPLES (2019-2020)

The Council considered Report 8 regarding a consultation by Wealden District Council on the next statutory review of the Licensing Authority's Statement of Principles. It appeared that no significant changes were proposed. Members agreed not to comment.

C.637 PAYMENTS AND RECEIPTS

The council considered Reports 9a and 9b recording all payments made since the August council meeting with the authority of appointed members, and all payments now proposed for October [*Note: the complete Schedule is published on the council website*]. A further payment of £110 for clearance of Footpaths 8 and 25 and removal of a damaged bench was added to the Schedule. Receipts were noted, including the final instalment of the precept and support grant 2018/19 (£28,964).

RESOLVED – That the payments totalling £942.98 (August) and £6,788.39 (September/October) be approved and the clerk be authorised to make the outstanding payments

C.638 URGENT MATTERS

The Chair reported on the following matters:

- a) Graffiti had appeared at East Dean bus shelter (south side) and had been cleared. **ACTION: KL to thank Mr Franklin**
- b) Trees – on 1st October Cllr Hill reported that trees in Friston churchyard and on Friston Green, both adjacent to Crowlink Place, were being excessively cut back. The workmen believed permission had been obtained from the landowners (the PCC and the parish council respectively), but no permissions were known of by either body. Cllr Hill in his capacity as Churchwarden had stopped the work in the churchyard which had extended approximately 1 metre beyond the boundary; timber had been left on site. Trees on Friston Green had been cut back to the trunk, again beyond the boundary with Crowlink Place. Opposite Vicarage Cottage in Crowlink Lane trees had been cut back just to the boundary line and this work therefore could be allowable. However, one tree in Crowlink Lane had previously been felled on 3rd September without authority, and the Tree Warden had verified this by locating the stump. A letter of protest had been sent to the resident who had ordered the works. A response had been received and shown to members, denying the allegations. The council took note that evidence had been gathered.

C.639 REPORTS:

- a) County Councillor S Shing reported on the following matters:

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- i. Fruit, Vegetable and Flower Show – Cllr Shing had been delighted to attend and present prizes once again
 - ii. Children’s Social Services – it was gratifying to report that East Sussex County Council’s Children’s Social Services had recently been highly rated
 - iii. Verge cutting – from 2019 onwards ESCC would be scaling back its verge cutting and its financial contributions to those parishes who employed their own contractor. Members queried the very short deadline (19th October) proposed for parishes to choose whether to continue in-house verge cutting with reduced financial support.
ACTION: KL to forward details to SS

In discussion members asked about the future of Community Match Funding. Cllr Shing stated that it must be shown to be good value for money. Evidence was being gathered. Future schemes would be heavily prioritised.

- b) Planning Committee - members took note of the minutes of the committee meeting held on 21st August 2018 and the draft minutes of the committee meeting held on 18th September 2018. The Chair of the Committee reported on the following matters:
 - i. Crowlink Place – the report of the planning officer recommended approval of the proposed extension but a decision was still pending.
 - ii. Crowlink Corner – the committee had recommended that the parish council should make known to the National Trust its concern at the Trust’s failure to engage with this application from the outset, in public. It was noted that the Trust had now put in an objection based on the amended plans, but Members agreed to follow the recommendation of the committee, and to request that if further amendments were proposed the community should be involved. **ACTION: KL**
 - iii. Neighbourhood Plan – a council resolution would be needed to pursue this project to the next stage; engage with the SDNPA and the locally elected member; and attract a Steering Group of about 10 members with suitable skills to do a scoping report into the area of the Plan, the availability of grants and the likely cost of the project. At the same time the council should resolve to proceed with the appointment of an Administrative Assistant. Both items could then be included in the next Budget. It was unanimously agreed that both motions should be put on the agenda of an Extraordinary Parish Council Meeting to be held on 16th October 2018, immediately after the Planning Committee meeting. **ACTION: KL**
- c) Finance – the bank balance at the end of October was £71,052.70. A report projecting expenditure to the year-end would be brought to the November meeting.
- d) Recreation Ground – the Lead Member reported on the following matters:

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- i. Pavilion - the Cricket Club had offered volunteer labour over several days to redecorate the pavilion. The council would be invoiced for materials. The £2,000 budgeted for refurbishment might not be required. The building would be closed and 'winterised' in a few weeks' time. **ACTION: BG**
 - ii. Play area fence – the budget for the new fence should be carried over to next year if necessary **ACTION: KL**
 - iii. Tree planting – this should now be done. Purple copper beech was recommended. The cost would be of the order of £1,500 and could be met by virement. Quotes would be obtained. **ACTION: BG**

RESOLVED – That the above reports (a) – (d) be noted and action taken as discussed

C.640 CORRESPONDENCE

The council considered report 12 by the Clerk, and the following matters were discussed:

- a) Ownership of pavement in Downlands Way – the Hon. Solicitor was investigating responsibilities but advised that individual householders might need to get their own legal advice, if desired.
- b) Flash Flooding at Friston Pond – the drains from the parking area to the pond had become blocked and ESCC should be requested to flush them out. **ACTION:KL**
- c) Parking at The Fridays – members took note that problems were continuing and might not be resolved until development work had finished.
- d) Pedestrian safety in Gilberts Drive – the requested upgrade to pavements over a substantial distance would be a major project and correspondingly costly. Members were sympathetic to the request and to the safety arguments in its favour but noted that the highway footway should be the responsibility of East Sussex Highways. The project could be considered as part of a future Neighbourhood Plan.

RESOLVED – That the Correspondence report be noted and action taken as discussed.

C.641 Date of next meeting – Thursday 1st Noember 2018 at 6.30 pm in the Small Hall

There being no further business, the meeting closed at 8.54 pm.

Signed..... (Chair)

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