



MINUTES OF THE MEETING OF MAYFIELD AND FIVE ASHES PARISH COUNCIL STATUTORY MEETING

HELD AT MAYFIELD PRIMARY SCHOOL
ON MONDAY 13 JULY 2009 AT 1930 HOURS

Chairman Of Mayfield And Five Ashes Parish Council
Councillor R Fitzsimmons

9C04

FINAL

R FITZSIMMONS
CHAIRMAN

SUMMARY OF MEETING

- Site visit to proposed MVC site.
- A Burnett co-opted is member for Mayfield Ward.
- Proposal to hold remaining Mayfield seat for P Deller passed. (NOTE RULED UNLAWFUL AND THEREFORE VOID).
- A267 road repairs discussed.
- Annual return 2008/9 approved.
- Internal audit report approved.
- WDC Core Strategy consultation discussed.
- Pandemic flu arrangements noted.
- Resolution on MVC boundaries lost.

ATTENDANCE

Robert Fitzsimmons	(RF)	Present and Voting
Paul Amans	(PA)	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)	Apologies for Absence
Chris Lilly	(CL)	Present and Voting
Jerry Watkiss	(JW)	Present and Voting
Lloyd McLean	(LM)	Present and Voting
Monica Aitken	(MA)	Present and Voting
Andrew Burnett	(AB)	Present and Voting (after Item 4.3)

Present and voting 13

Present and not voting 0

Apologies for Absence 1

Not present 0

Other Council Business 0

Also Present

Wealden District Councillors Graham Wells (GW) ESCC Councillor Robert Tidy (RT), David Thompson Parish Clerk (DT)

Apologies for Absence

Jonica Fox (JF), R Standley (RS), Brian Redman (BR) and Chris Dowling (CD)

There were no members of the public present.

MINUTES

1. DECLARATION OF INTEREST BY MEMBERS ON AGENDA ITEMS

- 1.1. LM declared a general interest as the honorary architectural advisor to the Mayfield Village Centre Committee.
- 1.2. JW declared a general interest as marketing advisor to the Mayfield Village Centre Committee.
- 1.3. There were no other declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. The Chairman announced the recent death of Andy Stokes who had been a member of the Council in recent times.
- 2.2. There was no Police report.

3. COMPLAINT MADE BY PETER DELLER

- 3.1. LM supported by GP wished to know why a letter of apology had not yet been sent to Peter Deller, in response to his formal complaint to the monitoring officer at Wealden District Council. RF replied that following a discussion with members of the Council, he had suggested certain changes to the draft letter the Parish Council had prepared. The letter would now be sent.
- 3.2. LM and GP were not satisfied with this response, and proposed that all members should see the letter and make comments before it was sent. It was necessary that the apology should be such that it would enable PD to be co-opted back on to the Parish Council, and insisted that the Parish Council vote on the subject.
- 3.3. RF argued that the letter was to be sent to PD, and that it was right and proper that he should see it first after which it would be placed in the public domain. LM and GP were insistent that a vote be taken so that the Parish Council could vet the letter.
- 3.4. The vote was taken with nine in favour on LM and GP's proposal with two abstentions. RF therefore informed the Clerk and Parish Council that he would resign forthwith. The time was 2000 hours.
- 3.5. JB and others considered that the resignation of two Chairmen over this matter was detrimental and after further debate it was agreed that the letter as amended by the WDC monitoring officer would be sent to PD, and copies circulated in due course. To satisfy certain members the letter would be signed by the Clerk and the Chairman. RF indicated that he would therefore continue as Chairman.

4. CO-OPTION OF MEMBERS

- 4.1. It was reported that following the expiry of the statutory election period, three members of the public had put their names forward for co-option to the Parish Council.
 - Andrew Burnett
 - Warwick Child
 - Peter Hartfield
- 4.2. LM suggested that only one co-option should be made, so that if he wished Peter Deller could be co-opted at the September meeting. This was agreed by the majority of members. (Note the Clerk reserves the right to check the legality of this decision).

- 4.3. After a ballot, Andrew Burnett was declared co-opted as a member of the Parish Council and signed the Declaration of Acceptance in front of the Clerk, and then took his seat as a member for Mayfield ward.
- 4.4. The remaining vacancy was not filled.

5. PUBLIC QUESTION TIME

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

6. MINUTES OF MEETING OF THE FULL COUNCIL HELD ON 8 JUNE 2009 9C03

- 6.1 Five amendments to the minutes were accepted by the Clerk, after which the minutes were approved by UNANIMOUS vote.

OBSERVATIONS ON THE MINUTES

- 6.2 With regard to minute 9C03/12.5 JB asked for more information on the location of the decision to place the South Street allotment site on the Social Housing project. The Clerk replied that so far he had not located a minuted decision by the Full Council, but he had questioned Mary-Clare Dene, WDC Housing Director, briefly on the subject and she had confirmed that not only the allotment site but the car park as well were included in the project. He also recalled a presentation by Peter Deller on the subject in 2005 or 2006. He was researching further as instructed. He agreed to place the issue on the agenda for the next meeting.

ACTION DT

7. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETINGS HELD ON 1 JUNE 2009 (9F02) AND 29 JUNE (9F03)

- 7.1. One change was accepted for minutes 9F02, and one change was accepted for minutes 9F03, after which both sets of minutes were approved by UNANIMOUS vote.
- 7.2. In his report CL noted that two applications had been made for Parish Council grants:
- Mayfield Scouts Centenary project
 - Mayfield History Society – two projects.
- 7.3. The public representation from the residents of East Street had been heard by the Committee who were following up possible solutions with East Sussex County Council.

ACTION DT

- 7.4. LM raised the question of damaged finger posts at Butchers Cross and Froghole Lane. The Clerk noted that he had now secured a source for finger post replacements, and would obtain estimates. The date for carrying out the work would depend on the Parish Council financial resources.

ACTION DT

- 7.5. The Clerk noted that estimates were being sought for the repair of finger posts on Pennybridge Lane and Piccadilly Lane.
- 7.6. There were no further observations on the minutes.

8. FINANCE REPORT MAY 2009 (9FA02)

- 8.1. Three minor changes were accepted to the report, which was then approved by UNANIMOUS vote.
- 8.2. CL reported on the Financial Results for May 2009, which were in line with anticipated earnings and spending plans. He noted also that the reconciliation statement had been provided, and would be provided on a regular basis.
- 8.3. There were no questions on the Financial Report.

9. REPORT FROM ESCC COUNTY COUNCILLOR R TIDY

- 9.1. RT reported that:
 - With a 10% reduction per annum in rate support grant expected in future, ESCC were examining ways to reduce costs of services provided.
 - There was to be a complete review and restructuring of Day Care services for the elderly.
 - Eastbourne Technical College was in a bad state of repair and Central Government were going to fund its replacement with an academy.
 - Sussex Police Authority problems on political representation following the recent election.
- 9.2. JB asked about traffic calming on Newick Lane, whilst the roadworks for the A267 were being carried out, noting that the official diversion route was Fir Toll Road and Horleigh Green Road (light vehicles). RT noted that there would be no traffic calming arrangements for Newick Lane as it was not a recommended route. He had been advised that the Police would not interfere but would be as flexible as possible. HGVs had a different diversion route.
- 9.3. GP asked about signage on the diversions. It was noted that signs were progressively put into place.
- 9.4. JB noted that Piccadilly Lane had a 20 mph for five weeks. However RT was of the view that it needed an official diversion status to obtain traffic calming resources.
- 9.5. RF had received a number of representations regarding the A267 road works near the ESSO petrol station where traffic problems were arising. GP considered that it was because the diversion traffic lanes were incorrectly placed. RT will speak to CD.

ACTION RT

10. REPORT FROM WDC COUNCILLOR GRAHAM WELLS

- 10.1. GW reported that:
 - Research was to be carried out into the radiation effects of 3G phone masts, and that a Government grant had been requested.
 - The Audit Commission had reported on WDC Strategic Housing policy and the need to provide more affordable housing. They recognised social factors and the current economic effect on the building programme.
 - There had been consultation on car park provision and the need to make them safer and more user friendly.
 - LDF Survey – public consultation was being held in a number of venues during July and August.

- There were six options to be considered in the LDF survey.
 - WDC had a good self help profile, and there was high life expectancy within Wealden.
- 10.2. RT noted that Mayfield had the highest life expectancy in East Sussex with an average age of 85 years. Hastings was only 72 years of age.
- 10.3. With regard to the LDF housing options the Clerk noted that WDC already completed figure for Mayfield was 111, whereas the Parish Council number was 136. It was agreed to reconcile the discrepancies.

ACTION DT

- 10.4. There were no further questions to GW.

11. MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 22 JUNE 2009 (9P04)

- 11.1. The minutes were approved by UNANIMOUS vote with one minor change.
- 11.2. It was noted that in the case of Badgers Mount Farm none of the Planning Committee members were able to confirm the use of the outbuildings over the ten year period.
- 11.3. The planning seminar had been attended by three members.
- 11.4. There were no further questions to the Planning Committee.

12. MINUTES OF THE DEVELOPMENT ADVISORY COMMITTEE HELD ON 26 JUNE 2009

- 12.1. In the absence of DR the Clerk reported on the meeting which had been poorly attended because of changing dates away from the scheduled programme. The Committee had discussed the following topics:
- Annual Report distribution
 - Housing needs survey
 - Housing renewal strategy
 - Empty housing strategy
 - Consultation on social housing issues
 - Community involvement.
- 12.2. With regard to the Statement of Intent as to community engagement, this was one of the factors required to complete the requirements of the Power of Well-Being. The Committee had reviewed the document and suggested amendments to the document and incorporated into the circulated document.
- 12.3. The minutes were approved by UNANIMOUS vote.

13. ANNUAL RETURN AND INTERNAL AUDIT

- 13.1. CL reported that the Annual Return had been dispatched to schedule, and that the Internal Audit report had been accepted and reviewed.
- 13.2. The main issues arising from the Audit Report were:
- Monthly balancing of Bank Accounts – accepted and already achieved in 2009/10.
 - Consider changing spreadsheet accounts to simple software package. Accepted and to be given a trial.

- That the Internal Control Procedures are documented.
Not accepted – Control Procedures are in place – not asked for.
- That orders for payment of money are authorised by resolution of the Council not F&GP. See Minute 9F03/3.4.
- Invoice vouchers to be initiated.
Accepted – in place from June 2009.
- Signatories have authorised payment.
Accepted – in place from June 2009.
- Amounts to be set aside for election expenses.
Accepted – effective with effect from 2020/11 Budget setting process.

13.3. The Annual Return and Internal Auditors Report were approved by UNANIMOUS vote.

14. WEALDEN DISTRICT COUNCIL LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY

- 14.1. The Clerk had distributed copies of the WDC LDF Core Strategy to each Councillor. The Core Strategy was an important piece of consultation work, and it contained options for the future extended house building programme and policy options over future employment provision.
- 14.2. He stated that members were free to send completed questionnaires to WDC, where they would be counted as residential responses. He also asked that copies be sent to the office so that they could be included in the Parish Council's formal response which was being completed by the Development Committee.
- 14.3. To ensure the inclusion of residents' views, there would be a contribution in the August edition of Yellow Pages and a display set up on Open Door sessions during August.

ACTION DT

- 14.4. The deadline for responding to WDC was 28 August 2009. An extra meeting of the Development Committee would be convened in order to complete the review.

15. MAYFIELD VILLAGE CENTRE - DEBATE LED BY COUNCILLOR L McLEAN

- 15.1. LM noted that the Full Council had already approved a compromise agreement over the amount of land which in principle could be released to the Mayfield Village Centre project.
However he disagreed with the compromise agreement because the selected Scheme D needed to take advantage of the natural slope of the land in order to reduce height, be clear of the band hut, and provide car parking for future use.
- 15.2. There was concern expressed by members that more public awareness was required, and new drawings needed to be made available. AB noted that JW had joined the MVC team to cover marketing issues and produce some more realistic visual concepts including a logo and an improvement to the project website. He agreed that public support was necessary.
- 15.3. LM argued that the increased expense of meeting the MVC requirements on the compromise site would be prohibitive. JB was of the view that the surrounding area would be damaged during the excavation work. LM said that he would take this issue back to the MVC Committee.

- 15.4. All members had visited the pegged out area for the proposed MVC site and all members had received in advance a copy of a drawing prepared by LM.
- 15.5. Prior to the consideration of the Resolution, it was noted that the circulated drawing did not agree with the pegged out area of the land shown to members. With UNANIMOUS agreement the Clerk redrafted the Resolution to accommodate this anomaly.
- 15.6. The redrafted Resolution was placed before the Full Council.

RESOLUTION 9C07

That Mayfield and Five Ashes Parish Council resolve to revise the boundaries granted in principle to the MVC to those shown and demonstrated during the site visit of 13 July 2009 at 1900 hours, and that a drawing be produced to show the boundaries agreed as illustrated by the white boundary posts.

A vote was taken and the results were:

In Favour 5 Against 6 Abstention 1

The Resolution was lost.

16. PANDEMIC FLU

- 16.1. HH reviewed the minutes of the Pandemic Flu Group Sub-Committee (9H01), and drew attention to the need for more help and noted that flu jabs would be issued as necessary.
- 16.2. With one correction the minutes were approved by UNANIMOUS vote.

17 MINUTES OF THE RIGHTS OF WAY COMMITTEE HELD ON 24 JUNE 2009 (9R02)

- 17.1 With one minor amendment the minutes were approved by UNANIMOUS vote.
- 17.2 There were no questions on the minutes.
- 17.3 With regard to minute 9R02/4.6 JB noted that the owner of Glebe Farm Oast had offered East Sussex County Council a permissive path. Clerk to follow up.

ACTION DT

- 17.4 With regard to minute 9R02/4.2 it was noted that the DEFRA policy on footpath diversions was still not known.

18 MINUTES OF THE COURT MEADOW ADVISORY COMMITTEE HELD ON 29 JUNE 2009 (9K03)

- 18.1 With one minor amendment the minutes were approved by the Full Council by UNANIMOUS vote.
- 18.2 There were no questions on the minutes.
- 18.3 HH noted that when the environmental area had been trimmed a number of young trees, including one donated by the Horticultural Society had been destroyed. Clerk to take up with contractor.

ACTION DT

**19 MINUTES OF THE YOUTH ADVISORY COMMITTEE HELD ON 2 JUNE 2009
(8Y01)**

- 19.1 Two amendments were accepted to the minutes, after which they were approved by UNANIMOUS vote.
- 19.2 There were no questions or observations on the minutes.

**20 MINUTES OF THE RISK ASSESSMENT SUB-COMMITTEE HELD ON 2 JUNE 2009
(9U02)**

- 20.1 There was one amendment to the minutes, which was accepted. The minutes were approved by UNANIMOUS vote.
- 20.2 CL noted that the meeting had agreed the Risk Criteria for the Parish Council. The Clerk would now complete the Risk Register.

ACTION DT

- 20.3 JB asked whether a Risk Register was necessary. Answer yes for quality councils and forms part of audit and insurance requirements.
- 20.4 There were no other questions.

21 REPORT FROM COMMITTEES NOT MEETING DURING THE PERIOD

- 21.1 RF reported that the Security Committee would be meeting on Tuesday 14 July 2009.
- 21.2 There were no other reports.

22 ARGOS HILL REPRESENTATIVE

- 22.1 JD reported that she had received advice that the way was now clear for the trust to go ahead.
- 22.2 It was decided that the issue be placed on the next agenda.

ACTION DT

23 TRANSITION MAYFIELD REPRESENTATIVE

- 23.1 PB reported that Transition Mayfield were on summer break.

24 MAYFIELD VILLAGE CENTRE

- 24.1 With no representative, there were no issues to discuss.
- 24.2 The Clerk reported that he was once again receiving minutes.
- 24.3 The Clerk to advise MVC over the loss of Resolution 9C07.

ACTION DT

25 CHAMBER OF COMMERCE REPRESENTATIVE

- 25.1 PA reported that the next meeting of the Chamber of Commerce would be at St Leonards Mayfield School on 20 July 2009.

26 CLERK'S REPORT JULY 2009 (9XO4)

26.1 With one amendment accepted the Clerk's report was approved by UNANIMOUS vote.

26.2 Attention was drawn to the following issues:

- Traffic Issues – East Street and Stone Cross
- Documentation – Risk Assessment and Statement of Intent as to Community Engagement.

27 OTHER ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

27.1 The Power of Well Being course at Uckfield was noted and ten places had been booked and paid for.

27.2 HH reported that Mayfield Primary School had been inspected by OFSTED and had received a good result.

THE MEETING CLOSED AT 2212 HOURS.

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

VENUE: MAYFIELD PRIMARY SCHOOL

DATE: 14 SEPTEMBER 2009

TIME: 1930 HOURS