



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

**HELD AT MAYFIELD PRIMARY SCHOOL HALL
ON MONDAY 11 APRIL 2011 AT 1930 HOURS**

**Chairman of Mayfield and Five Ashes Parish Council
Councillor Deveda Redman**

11C01
CHAIRMAN
APPROVED

SUMMARY OF MEETING

- Financial Report February 2011 (10FA11) approved.
- Debate on car parking in Mayfield
- Police Report
- May elections update
- Members concerns with regard to the extension of BW92 heard
- Surplus land at Love Lane and on A267 discussed
- Financial Regulations 2011 approved
- Internal Auditor appointed
- Rededication of Mayfield War Memorial agreed

ATTENDANCE

Robert Fitzsimmons	(RF)	Present and Voting
Monica Aitkin	(MA)	Apologies for Absence (P)
Paul Amans	(PA)	Apologies for Absence (B)
Patricia Balfour	(PB)	Present and Voting
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)	Apologies for Absence (S)
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)	Present and Voting

Present and voting 12 Present and not voting 0
Apologies for Absence 3 Not present 0 Other Council Business 0

Also in attendance: East Sussex County Council Councillors Robert Tidy (RT), Wealden District Council Brian Redman (BR) and Robert Standley (RS)

David Thompson Parish Clerk (DT), and Courier Reporter Vivien Levy

Apologies for Absence: WDC Jonica Fox (JF) and Graham Wells (GW)

There were four members of the public present.

MINUTES

1. DECLARATION OF INTEREST BY MEMBERS ON AGENDA ITEMS

- 1.1. AB declared a prejudicial interest on Agenda item 13 and left the room at 20:55 hrs and returned at 21:05 hrs.
- 1.2. There were no other declarations of interest by members on the agenda items.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. The Chairman announced that the Police report had been circulated to all members, and up to the 11 April 2011 no crime had been reported in Mayfield.
- 2.2. The key issues from the Police report were:
 - 9 April meet the residents Mayfield High Street.
 - 19 April Southmead Close residents meeting.
 - Neighbourhood priorities – parking issues Mayfield High Street
 - Neighbourhood priorities – visibility of Police.
 - Local crimes – 5 minor Mayfield.
 - Parking tickets – 4 parking on double yellow lines and 2 overstaying two hour limit.
- 2.3. The most recent scams were reported:
 - People visiting houses posing as utility workers.
 - Sale of non effective alarm systems.
- 2.4. The Chairman outlined arrangements and progress for the Royal Wedding celebrations on 29 April. Members were asked to help on the afternoon event. The publicity arrangements were discussed.
- 2.5. It was reported that for the Parish Council election the number of candidates nominated for each ward was:

Ward	Seats	Candidates
Rushers Cross	1	1
Mayfield	11	11
Five Ashes	3	3

As a result a non contested election had been declared. The new Council members would declare acceptance at the Annual Meeting on 16 May 2011.

3. PUBLIC QUESTIONS

- 3.1. Four members of the public representing the Argos Hill residents bordering the route of the Bridleway 92 extension project were present and raised the following issues:
 - Why had the minutes of the residents meeting not been sent to them?
 - When would a plan for the bridleway extension project be available?
 - Why had copies of the potential user questionnaire not been sent to Argos Hill residents?

- How did the Parish Council justify costs of £100,000 on such a project when there were, in their view more deserving cases?
 - What was the current position?
- 3.2. JW and JB outlined the current position.
- Much research done but more to do.
 - The three year plan was to be voted on by the Parish Council later on at the meeting.
 - Wildlife surveys in hand.
 - Surfacing work advice obtained.
 - Relations with East Sussex County Council ongoing.
 - The bulk of the cost to be met from external funding.
 - Land issues at the Rotherfield end of the route under negotiation.
- 3.3. The Clerk reported that he had not sent out the minutes of the residents committee, this was due to an oversight for which he had apologised to Mr Whitfield.

ACTION DT

- 3.4. BR (WDC) spoke to the meeting and considered that the additional requirements placed on the project by East Sussex County Council in the name of Health and Safety were excessive, and considered that the barrier fence which had been erected by ESCC should be taken down, and commonsense should prevail.

4. EAST SUSSEX COUNTY COUNCIL REPORT

- 4.1. RT reported that:
- £2.6 million had been provided to make good pot hole damage in the county with a target completion date of 31 May 2011 to fill in all pot holes.
 - A road refurbishment programme would follow concentrating on major repair to the road sub-structure to a number of large sections of the road. This programme would be completed in September.
 - The new Health Executive had now been set up and incorporated the County Hall Lewes. Two groups of doctors from Eastbourne and Hastings as well as a group from the Peace Haven area. The north of the county was still to be developed.
- 4.2. DR asked about the extent of the East Sussex County Council responsibility for health care. It was confirmed that it included both public health and primary care. The re-organisational arrangements were advancing rapidly. In answer to a question from CL it was confirmed that similar arrangements were being undertaken nationally. Primary Care Trusts were being progressively wound down.
- 4.3. LM asked if Mayfield and Five Ashes roads were to be resurfaced. It was confirmed that the repair programme was based on the state of the sub-structure of each individual road not its geographical location.

It was noted that the C574, C12 Horleigh Green – Rother Bridge Mayfield would be dealt with in May.

5. WEALDEN DISTRICT COUNCIL REPORT

- 5.1. BR reported that much of Wealden District Council's news was included in Bulletin No 8 which had been circulated to members, however two issues deserved mention:
- Councillors' allowances had been held at the present level for the forthcoming financial year.
 - Mayfield Cricket Club – a small increase in the size of the new Pavilion had been agreed. There was a degree of levelling work not included in the planning application which would need a further application.
- 5.2. There were no questions to BR on Wealden District Council matters.

6. MINUTES OF THE FULL COUNCIL MEETING HELD ON 14 MARCH 2011 (10C11)

- 6.1. The minutes were approved by UNANIMOUS vote after the acceptance of three changes.
- 6.2. With regard to minute 10C11/14.3 WH noted that the nomination for Lucy Firell had been received by the John Hall Trust and that Tim Williams had been elected Chairman of the Trust.
- 6.3. GP asked if the ownership of the Five Ashes Village Hall and playing field had been notified. Clerk replied not as yet.
- 6.4. JB asked what was being done about the state of the butcher shop in Mayfield High Street, which was a listed building. It was also noted by AB that there was double glazing at the rear of the building.

The Clerk would write to the owners, sending a copy of his letter to Wealden District Council.

ACTION DT

7. FINANCE REPORT – FEBRUARY 2011 (10FA11)

- 7.1. The Financial Statement and Financial Report had been circulated to all members. CL reported that:
- Expenditure in the Parish was £1493 below budget forecast.
- The result of the 11 cumulative period (year to date) was:
- Expenditure £75,709 against a budget of £80,965
- Income £90,407 against a budget of £89,400
- The outturn was deemed to be achievable.
- 7.2. JW commented on the work of the RFO in presenting the financial data, for which the Council recorded their thanks.
- 7.3. The Finance Report was approved by UNANIMOUS vote without amendment.

8. MINUTES FOR ADOPTION

- 8.1. Minutes 10P18 Planning Executive 28 March 2011 – Chairman Approved
There were no questions to GP
The minutes were adopted by UNANIMOUS vote.
- 8.2. Minutes 10R06 Rights of Way and Trees Advisory 23 March 2011 – Chairman Approved.
Three changes were accepted and the minutes were accepted by UNANIMOUS vote.
- 8.3. Minutes 10S06 Community Safety and Traffic Advisory 7 March 2011 – Chairman Approved.
One change accepted, and the minutes were adopted by UNANIMOUS vote.
- 8.4. Minutes 10F11 Finance and General Purposed Executive 28 March 2011 – Chairman Approved.
Two changes accepted, and the minutes were accepted by UNANIMOUS vote.

9. COMMITTEE REPORTS

- 9.1. Rights of Way and Trees Advisory
JW reported that the Committee had now produced their 3 Year Plan, and would like to place it before the new Council in May. It was **resolved** to extend the range of the questionnaire.
ACTION DT
- 9.2. It was **resolved** not to send questionnaires to Yew Tree Lane, Rotherfield, because of unresolved land ownership issues.
- 9.3. There were no comments from the other committees:
- Finance and General Purposes Executive
 - Community Safety and Traffic Advisory
 - Community Development Advisory

10. REPRESENTATIVES REPORTS

- 10.1. Argos Hill Windmill – no report.
- 10.2. Transition Mayfield – no report.
- 10.3. Five Ashes War Memorial – WH had inspected the War Memorial with the stone mason David Nash. There were 18 World War I names and 4 World War II names. A plan of action would be drawn up.
- 10.4. Chamber of Commerce – no report.
- 10.5. There were no reports from other representatives.

11. ADDITIONAL CAR PARKING – LOVE LANE

- 11.1. AB had registered a prejudicial interest and left the room at 20:55 hours.
- 11.2. It was reported that representatives of East Sussex County Council had met with representatives of Mayfield and Five Ashes Parish Council to discuss the land at Love Lane and that on the north side of the A267. A note of the meeting, and a note on key issues arising had been circulated at the meeting.

11.3. The valuation of the two plots of land was:

- PLOT 1 which covers the Love Lane Car Park and some other wooded amenity land. The car park area held 4-6 cars and was 170m². The wooded area was 2150m² (0.53 acres). VALUE £7500.
- PLOT 2 land north of the Mayfield bypass comprising light woodland. Only of amenity value 5500m² (1.36 acres).

VALUE OF 1 AND 2 TOGETER £10,500.

11.4. It was noted that as the County Council had given an extension of time and also considering whether they would allow payment by instalments. RT reported that ESCC would help the Parish Council as much as they could.

11.5. It was therefore **RESOLVED** to place the matter before the Annual Meeting of the Full Council so that the new members could be involved. The Clerk would in the meantime find out who used the Love Lane car park and in conjunction with BR find out what Wealden District Council's pricing policy had been.

ACTION DT

11.6. WH reported that Dr Coates was looking for a site for the Doctors' Surgery on the Wincanton site.

11.7. AB returned to the meeting at 21.05 hours.

12. CAR PARKING – MAYFIELD INITIATIVE

12.1. CL reported that some work had been carried out by the Community Safety and Traffic Committee in conjunction with Finance and General Purposes to find sites for possible parking facilities. Several sites had been examined.

12.2. AB considered that there was convent land behind the allotments which might be used but there were access problems. CL reported that this area had been examined but the convent was not prepared to let this area go. However an alternative site was being examined.

12.3. A site by the Shopping Basket was identified where it was considered that echelon parking might provide more space.

12.4. The area of land between the Memorial Hall and the Tunbridge Wells Road was also being examined. The Clerk had now prepared an A3 size topographical survey for the site for members to consider.

13. RESOLUTION 11C01 BRIDLEWAY 92 EXTENSION

13.1 RESOLUTION 11C01 – Bridleway 92 Extension

That Mayfield and Five Ashes Parish Council, in cooperation with the Mayfield and Rotherfield Community Trust, resolves to extend the existing Bridleway 92 from Bassets Bridge Mayfield to Rotherfield (junction with Footpath 33), in accordance with the Bridleway 92 Extension – 3 Year plan 2011/12 – 2013/2014. Version 2.

Proposed by Councillor Jerry Watkiss

Seconded by Councillor Jayne Bramwell

13.2 The resolution was withdrawn by the proposer and would be presented at a later meeting.

14. RESOLUTION 11C02 – FINANCIAL REGULATIONS

14.1. RESOLUTION 11C02 – Financial Regulations

That Mayfield and Five Ashes Parish Council adopt Financial Regulations 2011/12, for the governance of their financial activities.

Proposed by Councillor Chris Lilly

Seconded by Councillor R Fitzsimmons

14.2. The Resolution was carried by UNANIMOUS vote.

15 RESOLUTION 11C03 REDEDICATION OF MAYFIELD WAR MEMORIAL

15.1 The resolution was amended to allow leeway with the date as under:

RESOLUTION 11C03 – Rededication of Mayfield War Memorial

That Mayfield and Five Ashes Parish Council resolve to rededicate the Mayfield War Memorial on Saturday 21 May 2011.

Proposed by Councillor Warwick Child

Seconded by Councillor R Fitzsimmons

15.2 The vote was as follows:

For 11

Against -

Abstention 1

The Resolution was carried.

16 RESOLUTION 11C04 INTERNAL AUDIT

16.1 The following Resolution was put before the Full Council:

RESOLUTION 11C04 – Appointment of Internal Auditor

That Mayfield and Five Ashes Parish Council resolve to appoint Mr P Frost of Peter J Consultants as Internal Auditor for the year 2010/11.

Proposed by Councillor Chris Lilly

Seconded by Councillor Robert Fitzsimmons

16.2 The Resolution was carried by UNANIMOUS vote

17 CLERK'S REPORT 11X01 APRIL 2011

17.1 The Clerk drew attention to the position with regard to the Parish Council election, where all candidates had been nominated unopposed.

17.2 The current position with regard to the office move was outlined, in response to a question from JB.

17.3 The Clerk's report was approved.

18 ITEMS OF INFORMATION AND NEXT AGENDA ITEMS

18.1 Grit bins Argos Hill LM asked for a current position report. The bin was owned by ESCC who have been informed.

18.2 JB enquired when the next Governance Meeting would be.

ACTION DT

18.3 EW asked whether the Youth Bank grants were still available.

ACTION DT

18.4 The following items to be placed on the next Full Council agenda:

- Love Lane and A267 land
- BW92 Extention

19 COUNCILLORS HUBERT HILLS AND PAUL AMANS

19.1 The Council recorded its thanks for retiring Councillors H Hills and P Amans both of whom had served the Council for many years and had made a significant contribution to the work of the Council.

ACTION DT

THE MEETING CLOSED AT 21.35 HOURS.

**THE NEXT MEETING OF THE MAYFIELD AND FIVE ASHES PARISH COUNCIL
WILL BE THE ANNUAL MEETING 11C02:**

VENUE: MAYFIELD PRIMARY SCHOOL

DATE: MONDAY 16 MAY 2011

TIME: 1930 Hours

Annex 1

Actions from Meeting 10C03		
MINUTE	DESCRIPTION	STATUS
<ul style="list-style-type: none"> • 10C03/14.2 • 10C04/17.2 	Footpath construction standards to be obtained from ESCC – in hand.	OPEN
<ul style="list-style-type: none"> • 10C03/18.7 	High Street and rubbish bins not being taken in. In hand.	OPEN
Actions from Meeting 10C05		
<ul style="list-style-type: none"> • 10C05/3.7 	Police Community Newsletter – RT to investigate circulation problems.	OPEN
Actions from Meeting 10C07		
<ul style="list-style-type: none"> • 10C07/7.5 	Clerk to develop a press policy.	OPEN
<ul style="list-style-type: none"> • 10C07/12.7 	Clerk to follow up Mayfield College Section 106 agreement. In hand.	OPEN
<ul style="list-style-type: none"> • 10C07/13.1 	Clerk to carry forward the office relocation project. In hand.	OPEN
Actions from Meeting 10C08		
<ul style="list-style-type: none"> • 10C08/7.5 	Regular Youth Reports to be organised. Done.	CLOSED
Actions form Meeting 10C09		
<ul style="list-style-type: none"> • 10C09/11.3 	Maypole – arrangements to be made for its recovery.	OPEN
<ul style="list-style-type: none"> • 10C09/13.4 	Court Meadow encroachment – Clerk to start arrangements to solve problem. In hand.	OPEN
<ul style="list-style-type: none"> • 10C09/14.3 	Love Lane car park issues to be progressed. In hand.	OPEN
<ul style="list-style-type: none"> • 10C09/14.5 	Mayfield village sign near Piccadilly Lane damaged – Clerk to report.	OPEN
Actions from Meeting 10C10		
<ul style="list-style-type: none"> • 10C10/10.2 	Clerk to follow up Five Ashes Police house problems with WDC. In hand.	OPEN
<ul style="list-style-type: none"> • 10C10/11.1 	Clerk to arrange 3 monthly Youth DIC reports.	OPEN
<ul style="list-style-type: none"> • 10C10/12.6 	Yellow Pages on line – to be considered. In hand.	OPEN
<ul style="list-style-type: none"> • 10C10/13.3 	Five Ashes War Memorial – condition to be determined. In hand.	OPEN
Actions from Meeting 10C11		
<ul style="list-style-type: none"> • 10C11/4.5 	RT Clerk to obtain response from ESCC on Parish A267 Speed Restriction audit.	OPEN
<ul style="list-style-type: none"> • 10C11/10.2 	Clerk to follow up enquiry over ownership of Five Ashes Village Hall and playing field. Done.	CLOSED

• 10C11/11.2	Clerk to offer support to Rotherfield Parish Council for their Rotherfield – Jarvis Brook footpath.	OPEN
• 11C11/17.1	Car parking debate various actions on potential sites. Done.	CLOSED
• 11C11/19.1	Clerk to advise result of Resolution 10C15 to John Hall Fund. Done.	CLOSED
• 10C11/22.1	Attention to be drawn to the decorative state of the butchers shop. In hand.	OPEN
• 10C11/22.2	Village section of website to be updated. In hand.	OPEN
• 10C11/22.3	New Five Ashes street light request to go on projects list.	OPEN
• 10C11/22.4	Action review to appear on all agendas. In hand.	OPEN
Actions form 11C01		
• 11C01/3.3	Clerk had not sent minutes of residents meeting to Mr Whitfield – to send.	OPEN
• 11C01/6.4	Clerk to follow up butchers shop problems.	OPEN
• 11C01/9.1	BW92 Questionnaire to be extended.	OPEN
• 11C01/11.5	Use of Love Lane car park – occupants to be identified as well as charges made by WDC.	OPEN
• 11C01/18.3	Clerk to follow up Youth Bank grant.	OPEN
• 11C01/19.1	Letter of thanks to retiring councillors.	OPEN