

The Meeting of  
**Mayfield and Five Ashes Parish Council**  
**Statutory Annual Meeting**

Venue Mayfield Primary School  
Date Monday 12 May 2014  
Time 19:30



**Adopted**

## Minutes

Chairman Cllr Jerry Watkiss

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### Attendance

#### Councillors:

Jerry Watkiss	Present and Voting
Warwick Child	Present and Voting
Robert Fitzsimmons	Present and Voting
Graham Playfoot	Present and Voting
Patricia Balfour	Present and Voting
Deveda Redman	Present and Voting
Gill Weavers	Present and Voting
Elaine Wheeler	Present and Voting
Ian Parker	Present and Voting
Rosemary Neal	Present and Voting
Jane Driscoll	Present and Voting
Monica Aitken	Present and Voting
Lloyd McLean	Present and Voting

### Also in attendance:

Cllr Bob Standley (ESCC & WDC), Cllr Brian Redman (WDC) and Janna Todd (Parish Clerk)  
There was one member of the public present.

### Public Questions

- There were no public questions.

### 1. Election of Chairman

- 1.1. Cllr Jerry Watkiss was proposed as Chairman by Cllr Fitzsimmons and seconded by Cllr Playfoot.
- 1.2. Cllr Jerry Watkiss was elected as Chairman by unanimous vote.

### 2. Apologies for Absence

- 2.1. Cllr Aitken joined the meeting during this agenda item.
- 2.2. Cllr Chris Lilly, Cllr Andrew Burnett, Cllr Chris Dowling(ESCC), Cllr Graham Wells(WDC), Matt Boyle & Paula Gatward( Sussex Police).

### 3. Declarations of Interests

- 3.1. There were no declarations of interests.

#### 4. Election of Vice-Chairman

- 4.1. Cllr Robert Fitzsimmons was proposed as Vice-Chairman by Cllr Child and seconded by Cllr Balfour.
- 4.2. Cllr Robert Fitzsimmons was elected as Vice-Chairman by unanimous vote.

#### 5. Election of committee members

- 5.1. Councillors were elected on to the following Parish Council Committees by unanimous vote:
  - **Finance and General Purposes Executive**  
Chris Lilly, Jerry Watkiss, Robert Fitzsimmons, Deveda Redman, Jane Driscoll, Elaine Wheeler and Rosemary Neal
  - **Planning Executive**  
Graham Playfoot, Monica Aitken, Rosemary Neal, Gill Weavers, Patricia Balfour and Andrew Burnett
  - **Community Development Advisory**  
Deveda Redman, Jane Driscoll, Elaine Wheeler, Gill Weavers and Patricia Balfour
  - **Rights of Ways and Trees Advisory**  
Jerry Watkiss, Ian Parker and Andrew Burnett
  - **Community Safety and Traffic Advisory**  
Robert Fitzsimmons, Graham Playfoot, Elaine Wheeler, Warwick Child, Ian Parker and Andrew Burnett
  - **Government and Risk Advisory**  
Jerry Watkiss, Robert Fitzsimmons, Chris Lilly and Deveda Redman

#### 6. Election of representatives to other organisations

- 6.1. Councillors were appointed to represent at the following organisations:

• Mayfield Memorial Hall	Rosemary Neal
• Mayfield Village Centre	Disbanded – no representation required
• Transition Mayfield	Patricia Balfour
• Five Ashes Primary School	Graham Playfoot
• Five Ashes Village Hall	Graham Playfoot
• Chamber of Commerce	Andrew Burnett and Ian Parker
• Old People's Welfare	Monica Aitken
• National Health Matters	Deveda Redman
• Argos Hill Windmill	Jane Driscoll
• Church Yard and War Memorials	Warwick Child
• Open Door	Gill Weavers

- 6.2. An enquiry will be made to ascertain whether Cllr Parker can represent the Parish Council at Mayfield Primary School. **Action JT**

#### 7. Resolution 12MAY14(1) for the Parish Council to appoint Mary Pennington as representative for the Mayfield Charities for four years

- 7.1. Mary Pennington was proposed as representative for the Mayfield Charities by Cllr Watkiss and seconded by Cllr Redman.
- 7.2. It was resolved to appoint Mary Pennington as representative for the Mayfield Charities by unanimous vote.

## **8. Chairman's Announcements**

### **8.1. Police Report**

- Four sheds have been broken into
- Theft of diesel from a tractor off the A267
- Report of a suspicious company trying to visit a vulnerable lady
- Several parking tickets issued near to Mayfield Primary School as part of zero tolerance week with school parking

8.2. PCSO Paula Gatward will be moving to Forest Row in June 2014 and will be based at Crowborough Police Station.

8.3. The internal audit has been performed and the Parish Council given a clean bill of health.

## **9. Minutes of the meeting of the Full Council held 14 April 2014 (previously circulated)**

9.1. Clause 7.4 was deleted from the Chairman Approved minutes as inaccurate.

9.2. The minutes were passed and adopted by UNANIMOUS vote and signed by the Chairman.

### **Matters arising from the minutes:**

9.3. A purchase order has been made by ESCC for the missing parking restriction signs in Mayfield High Street. Cllr Standley will make further enquiries.

9.4. The deteriorated road surface at Five Ashes has been repaired but it is anticipated that it will be a recurring problem.

## **10. Report from East Sussex County Council**

10.1. The ESCC Annual Meeting takes place this week.

10.2. The request for a reduction in speed limit at Argos Hill is still being considered. It is hoped that this can be tied in with a reduction in speed limit on Bicycle Arms Lane.

10.3. A further traffic survey has been performed at Argos Hill.

10.4. The £75K estimation to reduce the speed limit at Argos Hill includes the installation of traffic islands on the straight section of the highway.

10.5. SLR (Strengthening Local Relationships) meetings with ESCC Highways were recommended by Cllr Standley . **Action JT**

## **11. Reports from Wealden District Council**

11.1. There will be no significant changes to cabinet or to WDC policies during 2014/15.

11.2. Nitrogen levels are being closely monitored throughout Ashdown Forest as this could affect the Core Strategy due to building restrictions.

11.3. The WDC Core Strategy will be reviewed in 2015 which is anticipated that this could take two to three years to complete.

11.4. Safety in Action days for Primary Schools are imminent.

11.5. WDC is celebrating 40 years of Wealden and are requesting nominations for residents qualified to join them at their 40 for Tea event in Ashdown Forest. In order to be nominated one of the following criteria must be met:

- Lived in Wealden for 40 plus years
- Worked in the Wealden area for 40 plus years
- Wealden residents celebrating 40 years of marriage
- Live or work in Wealden and will be 40 this year (born in 1974)

## **12. Finance Report (previously circulated)**

- 12.1. The Finance Report for March 2014 was reviewed.
- 12.2. Funds for major projects held in the Barclays Reserve Account will go towards playground repairs and the conversion of street lights to LED lighting.

## **13. Resolution 12MAY14(2) for the Parish Council to adopt the NALC October 2013 recommended Standing Orders (previously circulated)**

- 13.1. The Standing Orders were proposed by Cllr Watkiss and seconded by Cllr Fitzsimmons
- 13.2. It was resolved to adopt the Standing Orders by unanimous vote.

## **14. Resolution 12MAY14(3) for the Parish Council to adopt the NALC December 2013 recommended Code of Conduct (previously circulated)**

- 14.1. The Code of Conduct was proposed by Cllr Watkiss and seconded by Cllr Playfoot.
- 14.2. It was resolved to adopt the Code of Conduct by unanimous vote.

## **15. Resolution 12MAY14(4) for the Parish Council to adopt the ICO Freedom of Information Act Model Publication Scheme (previously circulated)**

- 15.1. The ICO Freedom of Information Model Publication Scheme was proposed by Cllr Watkiss and seconded by Cllr Driscoll.
- 15.2. It was resolved to adopt the ICO Freedom of Information Model Publication Scheme by unanimous vote.

## **16. Minutes for adoption (previously circulated).**

- 16.1. The following minutes were passed and adopted by unanimous vote:
  - P28APR14 Planning Executive
  - S07APR14 Community Safety and Traffic
  - F28APR14 Finance and General Purposes

### **Matters arising from the minutes**

- 16.2. Court Meadow play equipment repairs have commenced.
- 16.3. The request for a disabled parking bay outside Mace supermarket has been declined by East Sussex Highways.

## **17. To discuss support for the proposal for government to allow a percentage of Business Rates to be paid direct to Parish and Town Councils**

- 17.1. It was agreed to support in principle the Sevenoaks Town Council proposal for government to take the necessary action to allow a percentage of business rates to be paid direct to Parish and Town Councils for the benefit of local economic growth.
- 17.2. The Parish Council will not support a consequential reduction in the percentage of business rates currently being directed to WDC. **Action JT**

## **18. Committee Reports**

- 18.1. Finance and General Purposes
  - Nothing further to report.
- 18.2. Rights of Ways and Trees
  - A summer programme of clearance work is underway.
- 18.3. Planning Committee
  - Nothing further to report.

18.4. Community Safety and Traffic

- Nothing further to report.

18.5. Community Development

- Nothing further to report.

**19. Reports from representatives**

19.1. Argos Hill Windmill

- Work is about to commence on the windmill.

19.2. Chamber of Commerce

- The Chamber of Commerce was thanked for its hard work organising the May Fair which was successful.
- The auction at the May Fair was not implemented due to inclement weather. The auction will take place on the village Facebook page.

19.3. Wealden District Association of Local Councils

- Nothing to report

19.4. Parish Planning meeting

- Nothing to report.

**20. Other items of information and next agenda items**

20.1. The owner of Cat bells has requested permission for access to be granted to the rear of the property for ongoing building work. It was agreed that more detailed information on the nature and extent of access would be required before a decision can be made. **Action JT**

20.2. The Annual Parish Meeting is on 19 May 2014 at Mayfield Primary School and councillors are requested to attend.

20.3. The South Street toilets have been reopened and now include a baby changing facility. The Parish Council is not yet legally in charge of the toilets.

20.4. There will be an impartial meeting on fracking by the local Conservative Association in September 2014.

20.5. A film on what happens to recycled waste is being produced by Kier.

**The meeting ended at 20:40**

**The next meeting of Mayfield and Five Ashes Parish Council will be:**

**Venue: Five Ashes Village Hall**

**Date: Monday 09 June 2014**

**Time: 19:30 hours**

.....Chairman's Signature

.....Date

**Annex 1**

MINUTE	DESCRIPTION	STATUS	
<b>Actions from meeting 12C09</b>			
PQT	Investigate cutting of Southmead verges <u>still</u> awaiting feedback from ESCC	JT	In hand
<b>Actions from meeting C13MAY13</b>			
18.5	Investigate cost of fox proof bins	JT	In hand

<b>Actions from meeting 14OCT13</b>			
16.1	Estimates to refurbish Mayfield Village sign	JT	In hand
<b>Actions from meeting 10MAR14</b>			
5.2	Determine locations of parking restriction signs & chase ESCC	JT	Done
<b>Actions from meeting 14APR14</b>			
11.1	Car parking sign for King George V Field	JT	Open
14.2	Write to Tony Wakefield re JAG meetings	JT	In hand
14.3	Three quotes for fencing of Jubilee Woods (After installation of substation)	JT	On hold
<b>Actions from meeting 12MAY14</b>			
6.2	Request a representative for Mayfield Primary School	JT	Open
10.5	Request SLR meetings with East Sussex Highways	JT	Open
17.2	Inform Sevenoaks Town Council of support for Business Rates redirection	JT	Done
20.2	Investigate required access to Cat Bells	JT	In hand