

The Meeting of Mayfield and Five Ashes Parish Council

Venue Five Ashes Village Hall
Date Monday 13 October 2014
Time 19:30



Adopted

Minutes

Chairman Cllr Robert Fitzsimmons

Councillors Present and Voting

Robert Fitzsimmons
Jane Driscoll
Warwick Child
Chris Lilly

Graham Playfoot
Monica Aitken
Ian Parker
Lloyd McLean

Elaine Wheeler
Patricia Balfour
Gill Weavers
Andrew Burnett

Also in attendance:

Janna Todd (Parish Clerk).

Public Questions

There were no public questions.

1. Apologies for Absence

- 1.1. Apologies were received and accepted from Cllr Jerry Watkiss, Cllr Rosemary Neal and Cllr Deveda Redman, Cllr Brian Redman (WDC), Cllr Graham Wells(WDC), Cllr Bob Standley (ESCC & WDC), Cllr Chris Dowling(ESCC), Cllr Jonica Fox(WDC) and PCSO Julie Pearce-Martin

2. Declarations of Interests

- 2.1. There were no declarations of interest.

3. Chairman's Announcements

- 3.1. The Parish Council is holding two drop-in sessions for prospective councillors on Friday 05 December from 18:00-19:30 and Saturday 06 December from 10:00-12:00. Councillors to inform the clerk if they can attend.

3.2. PCSO report for Mayfield:

- Parking in the High Street has significantly improved
- Four meetings have been held with Mayfield Primary School
- £200 was presented to Mayfield Trust from the Police Property Act fund
- No problems were reported concerning Mayfield Bonfire Festival
- A talk was given to residents of Canterbury Court
- Vehicles blocking the pavement in Dunstan's Croft, Alexander Road and Fletching Street are being monitored
- Issues from a meeting with residents of Royal Oak Mews included parking on the double yellow lines at the junction with the High Street, dog fouling and problems with a telegraph pole
- Crimes: theft of a strimmer from a car, theft of logs from a field and theft of a traffic mirror from the A267

3.3. PCSO report for Five Ashes

- One car ticketed for parking on the double yellow lines in Criers Lane
- Problem with noisy youths in the village hall car park resolved
- Regular patrols outside the primary school for inconsiderate parking
- High visibility speed checks found six vehicles speeding in 30 minutes, the fastest travelling at 37mph
- Crimes: theft from a car, theft from a workshop and theft from an unsecured van.

3.4. The Parish Council acknowledged the excellent results that PCSO Julie Pearce-Martin is achieving in Mayfield and Five Ashes.

3.5. Cllr Fitzsimmons summarised a presentation received on fracking from Balcombe Parish Council.

4. Minutes of the meeting of the Full Council held 08 September 2014 (previously circulated)

4.1. It was **resolved** to approve and sign the minutes of the meeting held on 08 September 2014 as a true record.

Matters arising from the minutes:

4.2. Wealden District Council are currently reviewing their contract litter bin and dog bin services so are unable to quote for the removal of the litterbin in Court Meadow that is to be replaced with a fox proof bin.

5. Report from East Sussex County Council

5.1. There was no report from East Sussex County Council.

6. Report from Wealden District Council

6.1. Cllr Wheeler entered the meeting during this agenda item.

6.2. The report from Cllr Fox was circulated before the meeting:

- Businesses in Uckfield remain open during the High Street improvements.
- Town centre improvements in Hailsham will commence in spring 2015.
- Appellants have been given leave to return to the High Court to challenge the Wealden Local plan. A timetable for this appeal has not been submitted.
- Communal housing waste collection is being reviewed to improve recycling rates.
- Bin handlers are being trained to reduce damage caused to bins.
- The Christmas waste collection calendar will be issued to residents in November.
- New guidance explaining which planning applications do not require Highways consultation can be found on the WDC website.
- Active consultations:
 - BT phone box review
 - Permitted Development Consultation
 - Consultation on Planning and Travellers
- WDC are holding careers fair for 14-25 year olds on 19 November 2014 from 10:00-16:00 in Uckfield Civic Centre.
- All new council homes in Forest Row have been let.

6.3. £300 of Community Dividend remains for Five Ashes which must be allocated by 15 November 2014. **Action JT**

7. Finance Report (previously circulated)

7.1. The Finance Report and expenditure for August 2014 was reviewed.

7.2. Expenditure during August was average and included payment for Court Meadow playground repairs from the accruals account.

7.3. Court Meadow was hired by Shaw's Fair for £300. The nominal fee to hire Court Meadow by local non-profit organisations is currently £10 per day.

8. Minutes for adoption (previously circulated)

8.1. It was **resolved** to adopt the following committee minutes by the Parish Council:

- R27AUG14 Rights of Ways and Trees Advisory
- P22SEP14 Planning Executive
- F22SEP14 Finance and General Purposes Executive
- D29SEP14 Community Development Advisory

Matters arising from the minutes

8.2. Community Development Advisory:

- Possible changes to Mayfield Development Boundary have been discussed by the committee and a final decision will be reached when the Delivery and Sites Local Plan goes to consultation.
- The committee is looking at the possibility of installing a fingerpost to direct cyclists using cycle path 21 to the amenities in Mayfield High Street.

9. Amendment to Standing Orders

9.1. It was proposed by Cllr Lilly and seconded by Cllr McLean that, further to the Local Audit and Accountability Act 2014, Section 3 part l of the Standing Orders should be amended to read:

“Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. An audio recording of Full Council meetings will be made and an audio file retained as a hard copy. The recording of Committee meetings will be at the discretion of the Committee's Chairman.”

9.2. It was **resolved** by unanimous vote to adopt this wording for the Standing Orders.

Action JT

10. Terms of References

10.1. The Committee approved Terms of References were previously circulated and reviewed.

10.2. It was **resolved** to adopt the following committee Terms of References:

- Community Safety and Traffic Advisory
- Community Development Advisory
- Rights of Ways and Trees Advisory
- Finance and General Purposes Executive
- Planning Executive

Action JT

11. To propose a motion for Councillors to remain upstanding for a short period of silent reflection before each Full Council meeting

11.1. Cllr Driscoll suggested that a short period of reflection should be held before a meeting to focus on the responsibilities of being a Parish Councillor.

11.2. Cllr Child suggested a prayer should be said before a meeting and shared a prayer written by Father Nigel with councillors.

11.3. A discussion followed and concluded that as elections were taking place in May 2015 it would be inappropriate to introduce changes at this time.

12. Affordable Housing Consultation (information previously circulated)

- 12.1. The Community Development Committee responses to the WDC Affordable Housing Consultation were discussed and agreed by the Parish Council. **Action JT**

13. Community Defibrillator

- 13.1. It was agreed not to request funding from the Community Dividend for a fourth defibrillator for Mayfield and Five Ashes.
- 13.2. It was agreed to investigate acquiring a generator and free standing lights using Community Dividend funds as part of the Parish Council's resilience planning.

Action JT

14. Committee Reports

14.1. Finance and General Purposes

- The highest expenditure this financial year will be for the overflow Memorial Hall car park which, subject to planning permission, will be developed at Easter 2015.

14.2. Rights of Ways and Trees

- Nothing to report.

14.3. Planning Committee

- Advice is still awaited from WDC on the criteria required for Highways to be consulted on a planning application.

14.4. Community Safety and Traffic

- The drains in Five Ashes and at Rotherfield Lane have still not been cleared.
- An SLR meeting with ESCC will take place every four months and can include any items that ESCC is responsible for.

14.5. Community Development

- Nothing further to report.

15. Reports from representatives

15.1. Argos Hill Windmill

- The outcome of the community grant put forward by The Courier is awaited.
- The windmill's weatherboards have been painted and the renovations are progressing well

15.2. Chamber of Commerce

- Late night Christmas shopping will take place on 05 December 2014.
- The quotation for the installation of Christmas lights in Mayfield High Street has increased to £1,500 which is unaffordable by the Chamber of Commerce.
- It was agreed that the Parish Council will assist with funding the Christmas lights this year and will look in to the matter in more depth at the next Finance and General Purposes meeting. **Action AB**
- The possibility of a pop up weekly fruit and vegetable store is being looked in to as well as introducing a Farmer's Market in Mayfield.
- There were no reports from Wealden District Association of Local Councils or the Parish Planning meeting.

16. Other items of information and next agenda items

- 16.1. Cllr McLean confirmed that he is retiring from the council and a broad statement from Mr Deller was read acknowledging Cllr McLean's achievements for the Parish Council over the past 20 years.

- 16.2. The Parish Council conveyed their thanks and appreciation to Cllr McLean .

The meeting ended at 21:05

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

Venue: Mayfield Primary School
 Date: Monday 10 November 2014
 Time: 19:30 hours

.....Chairman's Signature

.....Date

Annex 1

MINUTE	DESCRIPTION	STATUS	
Actions from meeting C13MAY13			
18.5	Fox proof bin (WDC reviewing litter disposal contract)	JT	On hold
Actions from meeting C14OCT13			
16.1	Estimates to refurbish Mayfield Village sign	JT	In hand
Actions from meeting C14APR14			
11.1	Car parking sign for King George V Field To be installed	JT	In hand
14.3	Three quotes for fencing of Jubilee Woods (After installation of substation)	JT	On hold
Actions from meeting C09JUN14			
12.1-3	Arrange new grass cutting requirements	JT	In hand
Actions from meeting C08SEP14			
4.3	Feedback from Old People's Welfare on resilience planning	RN	Open
9.4	PC consultation response on Bus 224 to ESCC	JT	Closed
10.1	Inform Bonfire Society of decision and requirements	JT	Closed
11.3	Inform RBL of requirements to illuminate War Memorial	JT	Closed
12.1	Book school hall & update meeting schedule for Annual Meeting	JT	Closed
13.1	Check Hall availability, book hall & update meeting schedule	JT	Closed
Actions from meeting 13OCT14			
6.3	Advise Five Ashes to apply for remaining £300 of Community Dividend	JT	Open
9.2	Update Standing Orders & place on website	JT	Open
10.2	Adopted Terms of References to go on website	JT	Open
12.1	Officially reply to the Affordable Housing Consultation	JT	Open
13.2	Investigate generators/lights & apply for Community Dividend	JT	Open
15.2	Information on Christmas lights to be provided for F&GP meeting	AB	Open