

MAYFIELD AND FIVE ASHES PARISH COUNCIL

**MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES
COMMITTEE, HELD AT THE CLERKS OFFICE, HIGH STREET, MAYFIELD
ON MONDAY 27 FEBRUARY 2006 AT 1930 HOURS.**

SUMMARY

- King Georges Field Mayfield Charity Accounts to be published 14 days prior to AGM agreed (11.5).
- £10,000 Grant for Five Ashes Village Hall recommended (4.3).
- Recommendation for future of Argos Hill windmill proposed (7.4).
- Five Ashes Playground maintenance to be reviewed (4.4).
- Regular grants to be paid during March (4.2).
- Proposal of an amendment to Parish Council Financial Regulations (4.7).
- New light for South Street Car Park area (6.3).
- Office equipment authorised (9.2).
- Match Funding with Mayfield and Five Ashes Chamber of Commerce – Progress reviewed (10.1 & 10.2).
- Mayfield Play Areas safety maintenance reviewed and climbing frame condemned (11.2).
- Separation of accounts on track (11.3 and 11.4).

ATTENDANCE

Diane Kirkness (Chairman)	(DK)	Present and Voting
Martin Pitcher	(MP)	Present and Not Voting
Paul Amans	(PA)	Present and Voting
Catherine Swingland	(CS)	Apologies for Absence
Hubert Hills	(HH)	Present and Voting
Felicity Ryan	(FR)	Present and Voting

Present and Voting	4
Present and Not Voting	1
Apologies for Absence	1
Not Present	-
Other Council Business	-

Also Present

David Thompson (Parish Clerk) (DT)

No members of the public were present

MINUTES

1. DECLARATION OF INTEREST BY COUNCILLORS ON AGENDA ITEMS

- 1.1. There were no declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. The Chairman requested that an extra item: "12a King Georges Field" be added to the Agenda. This was agreed.
- 2.2. There were no other Chairman's announcements.

3. ACTIONS PROGRESS

- 3.1. Actions were as followed:

• SF6 / 15.3	Maintenance of King George Field Play Area. This project is now complete.	CLOSED
• 5F7 / 6.2	Lighting problems – repair problems in hand	CLOSED
• 5F7 / 9.2	Gates restoration – Gates had been mounted. There was still some outstanding work.	OPEN
• 5F7 / 10.2	Youth Drop in Centre – in hand Third meeting 8 March 2006	OPEN
• 5F7 / 11.1	Street signs and road cleaning job description required – in hand	OPEN
• 5F7 / 12.2	Person profiles for Clerk and RFO - In hand	OPEN
• 5F7 / 14.1	Roundabout Costing – In hand	OPEN
• 5F7 / 14.2	External Audit. Results received.	CLOSED
• 5F7 / 14.3	Assets Statement – In hand	OPEN

• 5F7 / 14.5	Ownership of Land FP10 – In hand Reply received to RON for advice.	CLOSED
• 5F8/6.1	Lighting problems - all issues with EDF	CLOSED
• 5F8/11.2	Rix and Kay – effectiveness under review.	OPEN
• 5F9/6.1	Lighting Review – all actions reported.	CLOSED
• 5F9/7.2	The Glade Planting – Letter of thanks to be sent to Mrs Streeter.	CLOSED
• 5F9/7.3	The Glade – Press release. Committee agree not to publicise. KGF Charity to be advised.	CLOSED
• 5F9/9.2	Church Mouse Tea Rooms. Claim refused. Letter sent to confirm refusal.	CLOSED
• 5F9/10.3	Newmans – Outstanding claim. Both companies to be advised and outstanding issues resolved.	OPEN
• 5F9/12.1	Mayfield Memorial Hall. Letter to explain conditions of grant.	OPEN
• 5F9/12.2	Local History Society Grant. Completed.	CLOSED
• 5F9/12.3	WDC Electric Blanket Tests arrangements in hand.	OPEN
• 5F9/12.4	ESCC £500 Claim Puffin Crossing at Five Ashes. Clerk to settle account.	OPEN
• 5F9/12.5	Cycle storage – Mayfield. Clerk to seek cheaper option.	OPEN
• 5F9/12.6	Rights of Way – Laminated Maps. Project approved.	CLOSED
• 5F9/13.1	Expense Claim Rules. To be prepared for 2006/7.	OPEN
• 5F9/14.1	Village of the Year Grants. All grants paid.	CLOSED
• 5F9/15.1	Chamber of Commerce £6130 grant. Parish Council to match fund. Group formed to manage out funding. Action transferred.	CLOSED

4. FINANCIAL RESULTS

- 4.1. The Financial Results for December 2005 were circulated and approved by the Committee.

- 4.2. It was agreed that the RFO would be requested to pay all outstanding “Regular Grants”. This would include King Georges Field charity.

ACTION RFO

- 4.3. It was agreed to recommend to the Full Council that £10,000 be granted to Five Ashes Village Hall, to be accompanied by a letter from the Clerk explaining that there would be a conditional review of the project in two years’ time.

PROPOSED DK

SECONDED FR

VOTE UNANIMOUS

ACTION DT

- 4.4. The condition of Five Ashes Playground was debated. It was noted that some work had been carried out in the past. It was agreed that ownership needed to be confirmed, but in the meantime the “chippings” would be brought up to ROSPA recommended standards and any minor repairs carried out.

ACTION DT

- 4.5. The flower tubs in Mayfield High Street needed replacement. It was agreed that this would be carried out. The current water authority restrictions were noted.

ACTION DT

- 4.6. The committee instructed the Clerk to open an account with Scatts of Heathfield.

ACTION DT

- 4.7. There was a debate on the interpretation of the Financial Regulations paragraph 3.6 on the unspent provisions. It was the general opinion that monies could be held over where there was work in progress. It was noted that the Clerk was reviewing the Financial Regulations generally, and he was instructed to seek confirmation to the proposed resolution.

RESOLUTION

The Council resolve that the Finance regulations paragraph 3.6 will be amended to read as follows:

Unspent provisions in the revenue budget shall not be carried forward to a subsequent year unless placed in an earmarked reserve by resolution of the Parish Council.

5. NATIONAL TREE WEEK

- 5.1 It was noted that the King Georges Field Charity Committee had received a document detailing grants obtainable for National Tree Week. It was noted that the King Georges Field Charity Committee had retained John Lewis, the Mayfield and Five Ashes Parish Council fund raiser to examine the possibilities. The Charity was instructed to liaise with John Lewis.

ACTION DT

6. LIGHTING ISSUES

- 6.1. The Clerk reported that he was still awaiting for the adoption of the “Star Street” and “Bus Shelter” lights by EDF. Other issues had been reported.
- 6.2. The current repair report consisted of:
- No7 Inspection Plate missing
 - No 13 Dunstons Croft – Not working
 - No 23 Coggins Mill Lane – Will not go out
- 6.3 The Committee agreed that a new light was required at South Street Car Park to be located by the steps at the Western end.

ACTION DT

7. ARGOS HILL WINDMILL

- 7.1. There was a debate surrounding the issues arising from the Council debate on the Windmill and in particular those made by Wealden District Council. It was the general view that the Parish Council would face substantial risks should it accept the full liability for the Windmill.
- 7.2. Councillor HH reported that he had visited the site and that there were a number of significant planning issues which would prevent the full restoration of the Windmill in working order. It was his view that Wealden District Council had failed to carry out adequately their responsibilities for the structure.
- 7.3. It was therefore considered that the only way forward was for a trust to be formed to take over the structure.
- 7.4. It was therefore agreed to submit the following proposal to the full council:
- It is proposed that Mayfield and Five Ashes Parish Council do not take responsibility for the Argos Hill Windmill. The Mayfield and Five Ashes Parish Council suggest that the Friends of Argos Hill Windmill form a Charitable Trust which may include interested and suitably qualified Parish Councillors.

The Trust if formed can report progress at regular intervals.

PROPOSED DK SECONDED HH VOTE UNANIMOUS

8. YOUTH GROUP

- 8.1. It was noted that the Youth Group meeting had been cancelled but would be reconvened on 8 March 2006 at London House. It was noted that Father Nigel Prior had been invited to join the groups and that there would be a tour of London House with a view for a possible location.

9. OFFICE AND ADMINISTRATION

- 9.1. The outline reorganisation plan had been delayed and it was agreed to postpone the item until the next meeting.

- 9.2. It was agreed to provide the Clerk with:

- Lockable cupboard
- Set of letter trays

Estimated costs were £500

PROPOSED DK SECONDED FR VOTE UNANIMOUS
ACTION DT

- 9.3. The office lease had now been received and a copy was located within the Parish Office.

10. MAYFIELD AND FIVE ASHES CHAMBER OF COMMERCE PROJECT

- 10.1. Progress on this project was reported to the meeting, details of which are included in meeting notes M1 of 8 February 2006.
- 10.2. The Clerk reported that progress was being made on all projects. Project No 4 was ready for the groups approval on 1 March 2006.

11. BUDGET 2006/7

- 11.1. DT reported that all the grants agreed under minute 5F9/14.1 of 1 February 2006 had been paid and several receipts had been received.
- 11.2. With regards to the maintenance of facilities, the Committee agreed that as recommended by ROSPA, the climbing frame be condemned on the grounds of safety and be removed forthwith.

ACTION DT

- 11.3. Progress with the separation of accounts for Mayfield and Five Ashes Parish Council were discussed. The Clerk advised that account separation at source invoice had been instituted and would be fully in place for 2006/7.
- 11.4. MP asked the Chairman to confirm that she was satisfied that full King Georges Field Mayfield Charity accounts could be produced in time for October 2006. This assurance was given.

- 11.5. It was noted that King Georges Field Committee required accounts to be completed and circulated 14 days before the AGM.

12 ANY OTHER BUSINESS

- 12.1 HH reported that the poles on the footpath between the Rose and Crown and the Memorial Hall Car Park, situated at the boundary with Herons Folly were rusted through. It was agreed that they be removed forthwith.

ACTION DT

- 12.2 HH was concerned that the preparation of two sets of accounts (see 11.3) was difficult and requested that the Internal Auditor examine the issue.

THE MEETING CLOSED AT 21.07 HOURS.

THE NEXT MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE WILL BE:

DATE: MONDAY 27 MARCH 2006

VENUE: LONDON HOUSE

TIME: 1930 HOURS