

MAYFIELD AND FIVE ASHES PARISH COUNCIL

**MINUTES OF THE MEETING OF THE FINANCE AND
GENERAL PURPOSES COMMITTEE,
HELD AT LONDON HOUSE, MAYFIELD
ON MONDAY 22 DECEMBER 2008 AT 1930 HOURS.**

Committee Chairman Councillor Chris Lilly

SUMMARY

- Financial results for November agreed (Section 4)
- Mayfield village centre land requirement debated (Section 6)
- Budget 2009/10 to be circulated to all members (8F08/7.1)
- Draft lighting contract received (8F08/5.3)
- New street light for Five Ashes approved for 2009/10 (8F08/5.4)
- Discussion on street lighting to be placed in February Yellow Pages (8F08/5.2)
- Freedom of Information Act requirements agreed (Section 9)
- Local Governance Review arrangements agreed (8F08/8.3)
- Co-option arrangements for Rushers Cross member agreed (Section 12)
- Mayfield Pre School – permission to carry out improvements agreed (8F08/11.2)

ATTENDANCE

Chris Lilly	(CL)	Present and Voting
Martin Pitcher	(MP)	Apologies for Absence (B)
Paul Amans	(PA)	Present and Voting
Elaine Wheeler	(EW)	Apologies for Absence (B)
Hubert Hills	(HH)	Present and Voting
Deveda Redman	(DR)	Present and Voting
Robert Fitzsimmons	(RF)	Present and Voting

Present and Voting	5	Present and Not Voting	0
Apologies for Absence	2	Not Present	0
Other Council Business	-		

Also Present

David Thompson (Parish Clerk) (DT)

MINUTES

1. COUNCILLORS DECLARATIONS OF INTEREST ON AGENDA ITEMS

- 1.1. There were no declarations of interest.

2. CHAIRMAN'S ANNOUNCEMENTS

- 2.1. There were no Chairman's announcements.

3. ACTIONS PROGRESS

- 3.1 Actions progress is outlined in Annex 1.

4. FINANCIAL RESULTS NOVEMBER 2008

- 4.1. There were a number of clarifications to statements which were accepted by the Clerk to be incorporated in the second revision to the Financial Report.

ACTION DT

- 4.2. CL noted that the financial results were well on target to meet the year end forecast. Lighting costs were noted to be over budget, but it was considered that by the end of the fiscal year this variance would be much reduced.

- 4.3. An easy to understand statement and cash flow was still to be developed.

ACTION DT/CL

5. LIGHTING REPORT

- 5.1. The Clerk reported street lighting issues as follows:

- Light No 9 On on a permanent basis
- Light No 12 Not working – now repaired
- Light No 62 Foliage issue
- Light No 84 To be straightened – in ESCC programme
- Light No 86 ESCC asked to cut back foliage

- 5.2. The Clerk had circulated a statement which showed by 'secondary postal code area' the distribution of street lights planned for all night and part night use. The statement included a sub-analysis by road.

After debate it was agreed that the current lighting times seemed reasonable and did not affect costs so much as possible CO2 emissions. It was agreed that a formal policy needed to be made, and as a first step a discussion paper would be placed in Yellow Pages February edition.

ACTION DT

- 5.3. The Clerk reported that he had just received a draft contract from ESCC, which would enable the Parish to use the same contractor as ESCC. However the Clerk stated that before making comments and recommendations to the Committee the contract needed to be studied carefully to ensure that there was no County Council involvement in the process.

ACTION DT

- 5.4. An estimate of £1300 excluding VAT had been received for the provision of a new street light at Five Ashes near the Church of the Good Shepherd. This was approved by the Committee as part of the 2009/10 budget.

6. MAYFIELD VILLAGE CENTRE ISSUES

- 6.1 The current position with regard to MVC relations was discussed and members informed about the content of letters recently circulated.
- 6.2 The Clerk had circulated a discussion paper which suggested a method by which the Parish Council could secure a view on what the village required, and which would also provide backing for large scale fund raising should this be needed.
- 6.3 After debate it was considered that this matter be held for the time being pending a meeting with the Chairman and Vice Chairman of the Memorial Hall Management Committee on future options for the hall's development and the scale of funding required. The Clerk would arrange a meeting between MP, CL, Mr L Wicker and Mr A Woodliffe in the new year.

ACTION DT

- 6.4 It was noted that WDC had still not replied to the Parish Council letter of 20 October which asked for planning advice on the use of Court Meadow, and also that copies of the original compulsory purchase agreements between the Parish Council and the owners of Court Meadow had been sent to SALC.

7. BUDGET 2009/10

- 7.1. The Clerk reported that:
- A letter had been sent to the Chief Executive of WDC explaining the Parish Council rationale for the Budget 2009/10. A full copy of the budget had been sent.
 - The formal application for the precept had been made to Wealden District Council.
 - Copies of the full budget would be forwarded to all members within the next few days.
- 7.2. The Committee noted the Clerk's report.

8 LOCAL GOVERNANCE REVIEW

8.1 A previously circulated paper on the subject of the Local Governance Review was discussed.

8.2 The Clerk reported that:

Under the Local Government and Public Involvement in Health Act 2007, the District Council can undertake such a review, known as a community governance review.

In addition to noting the Maresfield petition, Wealden District Council agreed to consult all Parish Councils on whether the community governance review should be extended to include any matters related to their Parish.

It was recommended that the best way of arriving at a consensus view would be if all members could make comments and their views on the questions, so that a decision paper can be placed before the January 2009 meeting of the Full Council.

8.3 After discussion it was agreed that:

- The proposed paper to members would be expanded in two areas and would include physical details on Mayfield (including Rushers Cross) and Five Ashes.
- Background notes from WDC would be circulated.
- The Resolution for debate at the January meeting of the Full Council would ratify the consultation questions, based on a consensus view of the initial returns included in the paper.

ACTION DT

9 FREEDOM OF INFORMATION ACT

9.1 The Clerk reported that under the Freedom of Information Act all public sector organisations must adopt the approved publication scheme for making certain kinds of information routinely available to the public. In addition the Parish Council will need to formally adopt the document as soon as possible in 2009.

9.2 The following actions had been taken:

- The model scheme document had been completed as an initial first step, following the template provided by NALC.
- A resolution was required for the January meeting of the Full Council.
- There would be a number of documents required at a later date.

9.3 After debate the Committee made the following decisions:

- RF would propose the Resolution and DR would support it.

- Approved the Publication scheme as presented to the meeting noting that further routine amendments would be made.
- Approved the necessary work to publicise the information on the website.

ACTION DT

10 ACCOUNTANCY

- 10.1 The Clerk reported a minor payment infringement over the purchase of a book, which would require the Committee's authorisation. This was given and the payment approved.

11 COURT MEADOW – PRE-SCHOOL

- 11.1 It was reported that the Pre-School had requested permission for:
- Felling a 'safe' Pine tree in order to improve one of the play areas. This would be carried out at their expense. Rights of Way Committee approved the request.
 - To have access to Court Meadow to take a delivery of bark chippings on 10 January 2009.
- 11.2 Both items were approved by the Committee with the proviso that two saplings be planted in the glade to replace the tree.

ACTION DT

12 CO-OPTION OF MEMBER FOR RUSHERS CROSS

- 12.1 It was reported that the Statutory period for nomination for the above vacancy had expired and the Council needed to co-opt a replacement.

Two candidates had responded:

Tim Cornish

Monica Aitken

- 12.2 The Committee noted the position and the arrangements to carry out the co-option at the January meeting for the Full Council.

ACTION DT

13 OTHER ITEMS OF INFORMATION

- 13.1 HH reported that he had advised 'Open Door' about the possible arrival of 'loan sharks' in the area.
- 13.2 RF reported that a number of permanent notice boards had appeared at Five Ashes War Memorial and by the Roundabout. The Clerk confirmed that no authority for these notice boards had been given. It was agreed that the Clerk would ascertain who had placed the notice boards and arrange for removal.

ACTION DT

13.3 PA reported that a large puddle was forming around the Court Meadow play area roundabout. The area to be built up and made good.

ACTION DT

13.4 PA requested that the street sign be repositioned on the 'Yeomans' side of Fletching Street.

THE MEETING CLOSED AT 2121 HOURS.

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

DATE: 26 JANUARY 2009

VENUE: LONDON HOUSE, HIGH STREET, MAYFIELD

TIME: 1930 HOURS

Annex 1 – Position as at 8F08

Actions in Progress

• 6F1/11.3	Fletching Street – seat – in hand. Further site options to be considered. Letter written F/ASS/05/SBM.	OPEN
• 6F2/11.3	The Green Fletching Street curb repairs – ESCC report awaited. Letter written.	OPEN
• 6F3/5.3	Village sign painting – Clerk to investigate problems in achievement. Arrangements in hand for work to be carried out. Arrangements made F/ASS/08/SIGN.	OPEN
• 6F7/14.2	Court Meadow valuation – new valuation to be progressed. Letter written.	OPEN
• 6F7/16.2	Five Ashes Nature Garden Site to be found - RF to locate.	HELD
• 6F7/16.3 • 6F11/11.1	Waste Management - Mayfield School to take project forwards. .	OPEN
• 7F3/6.2	Programme of lighting work to be carried out. Foliage on No 62 to be cut back by Parish Council. EDF advised	OPEN
• 7F4/6.1	ROW Noticeboard at Five Ashes Village Hall steps and path were reported to be dangerous. Clerk to investigate and remove. Orders issued. .	OPEN
• 7F8/7.2	Car park notice – wording agreed. Clerk to progress.	OPEN
• 7F10/11.2	HH request that curb stones at St Dunstons Church be inspected – in hand. Arrangements made.	OPEN
• 7F10/11.11	HH to catalogue trees on Glade – Court Meadow. In hand.	OPEN
• 7F11/6.4	Light 84 to be straightened. In programme.	OPEN
• 8F1/4.7	Clerk to write to MVC re Police Station in Village Hall – In hand.	OPEN
• 8F3/6.2	New light at Five Ashes – Primary School to give better location. Estimate agreed.	IN HAND

• 8F3/12.2	Court Meadow – Path to Band Hut to be diverted to safer location. In hand.	OPEN
• 8F3/18.3	Acer in the Glade Court Meadow needs cutting back – HH consulted.	OPEN
• 8F3/18.5	Speed signs Criars Lane/Queensmount showing conflicting information – In hand.	OPEN
• 8F04/3.3	Review of old actions by the Clerk to be completed by August – in hand.	OPEN
• 8F04/18.2	Weeds to be taken out from under the roundabout on play area on Court Meadow – order placed and to be confirmed.	OPEN
• 8F05/4.3	Reformat of Finance statements to incorporate more data – in hand.	OPEN
• 8F05/6.2	Terms of Reference for Finance Committee to be revised – in hand.	CLOSED
• 8F06/5.2	Lighting costs review – Done.	OPEN
• 8F06/14.3	Village Green – Annual Assembly Questions with SALC. Done.	CLOSED
• 8F06/15.1	Security Committee – Cold calling campaign. Poster needed – in hand.	OPEN
	MEETING 8F07 BELOW	
• 8F07/3.1	Clerk to organise a ‘highlighted change’ actions table to be set up as an annex to the minutes. Done.	CLOSED
• 8F07/4.1	October Financial Results – to be amended to include an expanded explanation of VAT. Done (8FA08R2)	CLOSED
• 8F07/7.2	Letter to be sent to MVC describing Financial arrangements clearly for the Parish Council and to be circulated to all members – Done. (K/BUD/05/MEM) 7/11/08	CLOSED
• 8F07/7.3	Letter to be sent to MVC describing clearly the Parish Council policy on current financial and planning issues. Done.	CLOSED
• 8F07/7.4	Clerk to write to MVC and explain Parish Council position with regard to matched funding. Done.	CLOSED

• 8F04/7.5	Need to elect a new representative from Parish Council to serve on MVC Committee – to be held over until January meeting. (8F10)	OPEN
• 8F07/7.6	Members – possible conflicts of interest on MVC issues, advice to be sought – in hand.	OPEN
• 8F07/8/4	Copies of Full Budget to be circulated to all members – In hand.	OPEN
• 8F07/10.1	Water overflow on to Station Road from the junctions of West Street and Newick Lane.	OPEN
• 8F07/10.3	Beech tree on Court Meadow – to be felled on 20 December 2008. Done.	CLOSED
• 8F07/10.4	Vale Road – hedge to be cut back on both sides. Clerk to arrange – in hand.	OPEN
• 8F07/11.6	Section 106 – DR to validate WDC reply on subject – confirmed by BR that all monies will be held by WDC for affordable housing within WDC. Done.	CLOSED
• 8F07/12.2	Clerk to make contact with Parish Representative on LDF group – Done.	CLOSED

Note changes to this edition of the actions list are in bold print within the description panel.