

HERSTMONCEUX PARISH COUNCIL

Minutes of Herstmonceux Parish Council held at 7.30pm on Monday 15 February 2010 in Herstmonceux Village Hall, Herstmonceux.

Present: Councillors Mrs J. Angear, D. Creasey, K. Game, M. Goodsell, W. Gower, B. Naish, M. Rice, J. Tate, K. Wheatley, Mrs I. Willson, East Sussex County Councillor W. Bentley and Wealden District Councillor A. Long.

Five members of the public and two Police Officers attended.

In the time set aside for public comment and questions the following points were raised:

- A resident from Fairfield expressed her concern at a group of young people who are causing problems for residents in the village. There have been incidents of criminal behaviour, excessive noise and vandalism; some young people are too frightened to use the facilities at the recreation ground. Sussex Police has been informed and investigated a number of incidents.
- PCSO Liz McDonagh reported that Sussex Police has been working with the residents and the Parish Council to address the problems caused by a small number of people.
- A Local Action Team meets regularly to discuss problems and formulate action plans. As a result the number of incidents has significantly reduced.
- Residents are encouraged to report all incidents of criminal behaviour and vandalism. As a result of the efforts of Sussex Police and the support of the local residents, three Anti Social Behaviour Orders (ASBOs) have been placed on three individuals. Details of these ASBOs are available from Sussex Police or the Parish Clerk. PCSO McDonagh also reported that three individuals have recently received custodial sentences for crimes committed in Herstmonceux.
- A Police street meeting was held at Denefield Green, Herstmonceux 6pm on 15 February 2010 to thank residents for their continuing support in reporting crime in the community.

The Chairman, Councillor W Gower assured the resident that the Council will continue to work with Sussex Police to reduce incidents of crime and vandalism in the parish. He thanked PCSO McDonagh for the support and efforts of Sussex Police which has resulted in the reduction of the number of crimes.

10.15 APOLOGIES FOR ABSENCE

Apologies were received from East Sussex County Councillor R. Thomas.

10.16 MINUTES

The minutes of the meeting held on 18 January 2010 have been circulated. It was then resolved that the minutes be approved, adopted and signed as the correct record, proposed by Councillor K. Wheatley, seconded by Councillor J. Tate. All councillors in favour.

10.17 MATTERS ARISING FROM MINUTES

The Homestead, Windmill Hill – the Parish Council is concerned that there is no definite commitment to carry out work to install a non return valve on the pipe at the property to prevent flooding. The clerk will contact Southern Water again.

10.18 DECLARATIONS OF INTEREST

Councillor M. Goodsell – minor maintenance work on the Recreation Ground and other Council sites. Councillor W. Gower matters relating to the proposed new scout hut.

10.19 FINANCIAL OFFICER'S REPORT AND ACCOUNTS FOR PAYMENT

The meeting having been presented with the Payment of Account Report and accompanying vouchers, authorised expenditure totalling £3,247.30 (copy attached) proposed by Councillor M. Goodsell, seconded by Councillor J. Tate. All councillors in favour.

10.20 DOCTOR'S SURGERY

Councillor A. Long reported that a meeting has been held at WDC with Dr Simmons and the architect of the proposed new surgery. It is expected that a planning application will be submitted in the near future.

10.21 AFFORDABLE HOUSING

The are continuing delays with the completion of the properties at North Lodge, Herstmonceux. It is hoped that they will be available for tenants by the end of March 2010.

10.22 HERSTMONCEUX REGISTER

1000 copies of the Register have been ordered.

10.23 CLERK'S REPORT

Correspondence

1. J Thomas – sports field maintenance.
2. Councillor N Lyon – informing the Council that he is resigning from Herstmonceux Parish Council due to an increase in work responsibilities which means he is unable to attend council meetings.
3. WDC – information and copies of Notice of Vacancy for a parish councillor following the resignation of Councillor N Lyon.
4. WDC – food safety bulletin.
5. Quotations for fencing at Denefield Green from JPB Fencing Ltd and Littlewood Fencing.
6. Councils for Voluntary Services – details of services and support available.
7. NSPCC – details of Helpline.
8. Action in Rural Sussex – details of East Sussex Rural Forum from 9.30-1pm at the Boship Farm hotel, Hailsham on 8 March 2010.
9. Sussex Association of Local Councils Bulletin – copied to all councillors.
10. Able Community Care – details of services.
11. Mrs T Crebbin – application to erect a shed on allotment 2B. **Agreed.**
12. Rural Services – newsletters.
13. WDC – details of Walk Wealden Project and Walk Leader training. **Copied to Councillor J Tate.**
14. Marshalls – details of Grassguard permeable grid.
15. Applause – details of live arts in rural venues.
16. Southern Water – response to Parish Council's correspondence re flooding at the Homestead, Windmill Hill.
17. NHS – details of changes to the South Coast Ambulance Service.
18. Mr H Sallows – details of the houses available for Shared Ownership at North Lodge, Herstmonceux. **Advertised throughout the parish, on the parish web site and in the February newsletter.**
19. Mr M Pashler, WDC – informing the Council that the bin on the wall adjacent to the Brewers Arms will be replaced.

Circulars

1. Wybone (street furniture) catalogue.

Part two

Correspondence

2. WDC – copy of the letter from Mr J Mellor, WDC Aboriculturist about the Tree Preservation Order on an oak at April Cottage, Church Road, Herstmonceux.
3. WaS Architects – copy of the preliminary drawings for the proposed Bowls clubhouse and rink at Lime Cross, Herstmonceux.
4. Mr M Goodsell – quotation for fencing at Denefield Green, Herstmonceux. **This quotation was considered with those from JPB Fencing and Littlewood**

Fencing (clerk's report item 4) and it was resolved to accept the quotation from Mr Goodsell, proposed by Councillor K. Wheatley, seconded by Councillor J. Tate. All councillors in favour. Councillor M. Goodsell Declared a Prejudicial Interest and left the room during the discussion and decision.

5. Herstmonceux Scout Group – informing the Council that it is not possible to build a new scout hut on the former site due to changes in building regulations and asking the Council to consider the viability of building a scout hut on the recreation ground. **The Chairman closed the meeting to allow Mr R Portnell from the Scout Committee to report that the preferred option would be on the car park, adjacent to the skateboard park. The meeting was reopened. It was resolved to arrange a workshop meeting between the Scout Committee and the Parish Council to discuss this proposal, proposed by Councillor D. Creasey, seconded by Councillor K. Game. All councillors in favour.**
6. NHS – summary of PCT reports at January meeting.
7. Quotations for work to change one tennis court to a multi use games area and renovate the other tennis court at Herstmonceux recreation ground from Hags and Redlynch Leisure. **No decision was taken as another quotation has been requested.**
8. WDC – requesting information for a Communities Facilities List in Wealden.
9. WDC – contact details for the WDC representative who will advise on the S106 money in respect of North Lodge, Herstmonceux.
10. ESCC – information about the Waste and Minerals Consultation.
11. Sussex Association of Local Councils – copy of the new Standing Orders for councils.

Circulation

1. Marshalls Landscape Paving

10.24 REPORTS

Finance and General Purposes

No meeting.

Planning

Minutes of the Planning Committee Meeting held at 7.30pm on Tuesday 9 February 2010 in Herstmonceux Village Hall.

Present: Councillors J Angear, K Game, M Goodsell, W Gower, B Naish, J Tate, K Wheatley and I Willson.

Apologies were received from Councillor D Creasey.

Application: WD/2010/0092/F

Applicant: Mr and Mrs N Tait

Location: 35 Dacre Road, Herstmonceux.

Description: Two storey side extension.

Parish Council Comments to Wealden District Council: The Council has no objection as it is very similar to the previously approved application.

Planning Consents received from Wealden District Council

1. WD/2009/2392/LB Yew Tree Cottage, Lower Road, Herstmonceux – single storey extension and reroof store with pitched roof.
2. WD/2009/2240/F Greenaway Fruit Farm, Herstmonceux - the proposal is for one small 11KW wind turbine where the wind turbine is located at 18.3m AGL mounted on a free standing tower on a 5 square metre concrete base. The proposed dual-blade rotor has a diameter of 13 metres.
3. WD/2009/2161/F Millers Lodge, Cowbeech – single storey extension to provide larger kitchen plus utility room.
4. WD/2009/2491/F New Barn Bungalow, Stunts Green, Herstmonceux – proposed extensions and rooms in roof.

Planning Refusals received from Wealden District Council

1. WD/2009/2327/F Southlea, Stunts Green, Herstmonceux – garage conversion to provide additional living accommodation ancillary to existing building.

2. WD/2009/2483/F Martins Coppice, Bemzells Lane, Cowbeech – stationing of mobile home.

Correspondence

1. Mr T Short – comments on application WD/2009/2469/F Cobwebs, Stunts Green, Herstmonceux.
2. Herstmonceux Bowls Club - copy of pre application documents to WDC by WaS Architects in respect of new Bowls Club house and rink at Lime Cross, Herstmonceux. **Councillors queried the scale of the proposed Bowls Clubhouse on the drawing. The clerk will contact the architect for clarification.**
3. WDC – information about the trial of electronic consultation on planning applications.
4. WDC – re the use of the Development Contributions for North Lodge, Herstmonceux.
5. WDC Planning Enforcement – informing the Council that a site visit has been made to Forge Meadow and the work needed to convert the approved building has not yet started.
6. WDC – re the Tree Preservation Order and status of remaining trees at April Cottage, Church Road, Herstmonceux. The clerk will review the advice from Councillor M Goodsell, the Tree Warden and correspondence between WDC and the parish about this site and draft a letter to be considered at the Council Meeting on 15 February 2010.
7. WDC – copy of recent Housing Needs Survey. **Copied to all councillors.**

Affordable Housing at North Lodge, Herstmonceux

There are continuing delays with the completion of the site due to delays with the EDF connections. WDC expects the housing to be formally released to the Housing Association at the end of March. Details of the shared ownership properties have been circulated in the newsletter and notices put on all the parish notice boards.

Planning application discussed at the Full Council Meeting held on Monday 15 February 2010

Application: WD/2010/0189/F

Applicant: Mr R Bassingthwaite

Location: Tranquillity, Stunts Green, Herstmonceux.

Description: Construction of a two storey side addition to the front of the property.

Parish Council Comments to Wealden District Council: The Council supports this application as it understands that the applicant has worked with Wealden District Council Planning Officers to address their concerns about the previous application WD/2009/2117/F.

Ground

Minutes of the Meeting of the Ground Committee held on Monday 25 January 2010 at The Woolpack, Hailsham Road, Herstmonceux.

Present: Councillors, Mrs J. Angear, D. Creasey, M. Goodsell, W. Gower (Chairman), and B. Naish. Mr Watson, from the Herstmonceux Cricket Club was also present.

The meeting was taken by S. Goacher, RFO, as Acting Clerk.

Public Present: None

Apologies: Mrs J. McInnes (Clerk of Herstmonceux Parish Council).

The Clerk, Mrs J. McInnes had circulated a list of items, in respect of the Lime Park Football Ground, Herstmonceux Recreation Ground and the Village Green, for discussion by the Ground Committee and from which Full Council would require recommendations.

FGP.1.07.08 Mowing Contract 2010 for all recreational areas: The Parish Council had received three quotations for the mowing contract for 2010, covering Lime Park, Herstmonceux Recreation Ground, and the

Village Green. The quotations were as follows:

1. Agrifactors (Southern) Ltd 4856.00 + VAT
2. Kent County Council 2800.00 + VAT
3. Mr G. P. Pocock, Groundcare Contractors 2556.00 + VAT

The meeting discussed the quotations and stated that the Kent County Council had carried out the work to the satisfaction of the Committee, and it therefore, **Recommends** to the Council that it accepts the quotation from Kent County Council in the sum of £2800.00 plus VAT.

It was resolved to accept this recommendation, proposed by Councillor D. Creasey, seconded by Councillor K. Game. All councillors in favour.

FGP.2.03.08

Charges for use of Recreational areas: The Chairman, Councillor Gower started the discussions by stating that it was not the intention for the users to fully cover the maintenance costs of the recreational areas or for the Council to profit from any income derived from charges made. The meeting agreed that charges should be made to all local sporting organisations but that where junior teams were involved that charges should not be made so as to encourage young people to take up sporting activity with local organised clubs. Discussions took place on various levels of charges, and Councillor Mrs Angear raised the matter of the water charges incurred by the Council for the Recreation Ground, stated as £250 in 2007-08. Councillor Mrs Angear reminded the meeting of the discussions that took place regarding the water usage at the Allotment site, and it would not be appropriate to overlook the water usage at the Recreation Ground. Mr Watson spoke on the impact that charges would have on the Herstmonceux Cricket Club, but acknowledged the fact that the Club, as one of the main users of water, had not been charged for this in the past.

After much discussion the Committee decided to **Recommend** to the Council that the following charges should be implemented as from 1st April 2010:

Lime Park:

- Football (Saturday Side) - £200 for season to include £20 marking fees*)
- Football (Sunday Side) - £100 for season to include £20 marking fees*)
- Lime Park Hire Rate - £20 per day or part thereof.

*Note the marking fees relate to the *initial marking of the pitch at the beginning of each season*, subsequent marking must be carried out by mutual agreement between the teams hiring the football pitch.

Recreation Ground:

- Herstmonceux Cricket Club - £400 for season made up as follows
£300 for hire of cricket pitch plus £100 for water.
- Herstmonceux Bowls Club - £50 for use of water.
- Stoolball Clubs - £50 per season
- Recreation Ground Hire Rate - £25 per day or part thereof.

The Village Green:

It was not envisaged that this area would be subject to hire, but if an organisation or local group wished to stage an event on this area, precluding its use by the general public, then a hire charge would need to be determined.

It was resolved to accept this recommendation, proposed by Councillor M. Goodsell, seconded by Councillor M. Goodsell. All councillors in favour.

FGP.3.03.08 East Sussex County Council use of Recreation Ground: The Committee would **Recommend** to the Council that the agreement with the East Sussex County Council (Education Department) for the use of the Recreation Ground to Herstmonceux School, at an agreed £100 per annum, be reviewed. The Committee were of the opinion that this should rise to either £150 or £200, but this would depend on the terms of the existing agreement. **The clerk will investigate the rental terms and report to the next Council Meeting.**

FGP.4.03.08 Hire Agreements: It will be important for the Chairman, Clerk, and RFO to produce or review any hire agreement for the hire of the recreational areas and to ensure that all aspects of insurance, risk management and other items affecting the liability of the Council are covered.

If the charges, as set out above, specific to the local sports clubs are agreed, the RFO will submit an invoice to each club for the hire charge **to be paid in advance**, together with the requirement to sign a hire agreement.

The Committee **Recommends** to Council that this action be taken.

Agreed.

FGP.5.03.08 Twitten Maintenance (Recreation Ground): The Twitten, leading up to the Recreation Ground, is usually maintained by the ESCC Highways Department. The meeting felt that the growth of hedging, shrubs, etc alongside the twitten warrants maintaining on a more regular basis. The Committee **Recommends** to the Council that quotations are sought from ESCC and other contractors for the maintenance of the twitten twice during each year – it is suggested that cuts should be carried out during July and November in each year. **The clerk will obtain quotations for this work.**

FGP.6.03.08 Cowbeech Hill (Triangle): Although this is the responsibility of the ESCC and is a matter dealt with through the Councillor responsible for Highways matters (Councillor Gower), the Committee would **Recommend** to the Council contacts ESCC to ensure that this triangular area is cut regularly and if this frequency proves to be not to the Council's satisfaction, it may consider funding additional cuts. **Agreed.**

FGP.7.03.08 Recreation Areas – Other Matters:

1. **Provision of Seats / Benches:** The Committee noted that the RFO had provided an ongoing provision for one new seat / bench per year for the Committee to purchase and allocate as required. There was the need to remove concrete ends of a bench near to the children's playground site, within the recreation ground, and it would be an opportunity to install a new bench at that spot. **The RFO will order a bench.**

2. **Litter Bin (Lime Park):** The Committee noted that Councillor Goodsell had in his possession one concrete litter bin awaiting allocation by the Council. The Committee **Recommends** to the

Council, the installation of this bin at Lime Park as soon as possible, and to investigate the possibility of WDC emptying this on a regular basis. **Agreed.**

3. **Handrail (Recreation Ground):** The Committee **Recommends** to the Council that the handrail, on slope to old village hall site, be removed. **Agreed.**
4. **Car Park (Recreation Ground):** The Committee **Recommends** to the Council that some old rails at the car park site should be replaced. **Agreed.**
5. **Tennis Courts (Recreation Ground):** The Committee are aware that the Section 106 monies in respect of the North Lodge development needed to be agreed under the terms of the agreement with WDC. The Committee would **Recommend** to the Council that consideration should be given to retaining one of the Tennis Courts for the purpose of providing a tennis facility, and to adapt the second court into a Basket Ball facility. **The clerk will obtain quotations.**
6. **The Scout Hut Project:** The Committee discussed the relocation of the new scout hut, due to Building Regulations preventing the new scout hut being built on the same site. The alternative sites appeared to be either Lime Park or the Recreation Ground. The Committee discussed the merits of both alternative areas and would **Recommend** to the Council that, if it is a viable proposition to the Council, that it considers relocating the new scout hut to a site in the car park area of the recreation ground.
7. **New Entrance Gates (Lime Park):** The Committee noted that the RFO had made provision for the installation of new entrance gates to Lime Park. The Committee would **Recommend** to the Council that these are not installed immediately and should await the completion of any other works including the relocation of the Herstmonceux Bowls Club to Lime Park, when building works would be involved. **Agreed.**
8. **Provision of Changing Room / Shower facilities (Lime Park):** The Committee understood that the Herstmonceux Football Clubs would not be in a financial position to maintain any changing / shower facilities of their own. The Committee discussed the possibility of providing this as part of the Bowls relocation, if it were to relocate to Lime Park. The Committee were not in a position to make any recommendations at this time, but would defer the matter until more detail of the proposed Herstmonceux Bowls Club relocation and the new scout hut projects were provided to the Parish Council. **Agreed.**
9. **Maintenance of Hedgerows (Recreation Ground / Lime Park):** The Committee **Recommends** to the Council that the hedgerows at the Recreation ground and Lime Park should be cut as follows:

Lime Park (outer side) twice a year (a summer cut in July, and a winter cut in November), and;

Recreation Ground once a year; and that quotations should be sought from appropriate contractors. **The clerk will obtain quotations.**
10. **Wooden Posts (Village Green):** The Committee were aware

that there were certain vehicles that were being parked on the Village Green, and that the RFO had made provision in the estimates for wooden posts to be placed along three sides of the Green. The Committee would **Recommend** to the Council that initially wooden posts should be installed along Fiennes Road to Dacre Road junction only. That the wooden posts should conform to any Licence requirements as issued by ESCC. Posts should be installed to ensure that vehicles cannot get onto the Green. Installation to the three sides of the Green to be phased over a three year period, or as required. **The clerk will contact ESCC.**

11. **Fencing (Village Green):** The Committee were aware of the amended requirements for the fencing alongside the Village Green to prevent children direct access onto the highway (Hailsham Road - A271) and would **Recommend** to the Council that quotations from appropriate contractors be sought. **The quotations were considered by the Council see Clerk's Report – part two item 4.**
12. **Playground Equipment (Village Green):** The Committee discussed the idea of the creation of a playground on the village green. The consensus of opinion was that the green should remain an open space for all residents of Herstmonceux to enjoy, and it was not the Committee's intention to **Recommend** to the Council that a playground facility be installed at this time. **Agreed.**
13. **Car Park (Recreation Ground):** The Committee would highlight the matter of encroaching brambles alongside the driveway to the recreation ground car park. The Committee would **Recommend** to the Council that this is cut twice a year (July and November) and that quotations from appropriate contractors be sought. **The clerk will obtain quotations.**

Street lighting

Faults in West End have been repaired.

Highways and Traffic

- A 40mph marker post situated at the end of Church Road has been uprooted.

Footpaths

The Rights of Way Survey results have been circulated to all councillors.

Children and Young People

No report.

Information Centre

The rector, Revered Su Marshall has resigned as chairman of the Information Centre Committee as she is leaving the parish.

East Sussex County Councillor

- The Council Tax is a 2.7% increase from 2009.
- As a result of the recommendations resulting from the inquiry into the death of a baby in Haringey, extra funding has been allocated to ensure the safety of children in ESCC area.
- A review will be carried out into the affordability of free personal care for older people. ESCC has a high percentage of older people and government funding is inadequate.
- Potholes in the road are a serious problem – the foundations of some roads have been damaged by recent bad weather. There will be a 2 year programme to repair the roads.
- A programme of ditch clearing is under way – parish/town councils and residents should report problems to ESCC.
- There has been a change in the Management Team at ESCC – a new Chief Executive will be recruited in the near future.

Wealden District Councillor

- There has been a briefing session for WDC Officers on the major land allocation under the Local Development Framework – details will be sent out to parishes in the next few months.
- There are serious problems with the sewage capacity in this area and this will affect the number of houses which can be built.

Tree Warden

Nothing to report.

Emergency Plan

Report of meeting at Herstmonceux C of E School attached.

Wealden District Association of Local Councils

Report attached.

Allotments

The Council asked the clerk to find out the date of Herstmonceux Allotment Society AGM.

Herstmonceux/Varangeville Twinning Association

The raclette supper evening was very successful.

10.25 AGENDA

Chairman.....

Date.....2010.