

MINUTES

HERSTMONCEUX PARISH COUNCIL AMENITIES (AME) COMMITTEE Monday 14th March 2022, 7.00 p.m.

Councillors in Attendance – Cllrs Ian Stewart (Ch), Jenny Alder; Graham Lee; Bryan Naish; Peter Watson; David Harding; Kit Game; Heather Kenward

Co-opted FTP(WG) Member – Not in attendance.

Members of the public- None.

No	Agenda Item	Action Record
1. AME_22.03.01	APOLOGIES FOR ABSENCE The meeting opened at 7.15pm Cllr Stewart took the Chair for this meeting and welcomed all and reminded all that the meeting was being recorded Apologies had been received from Cllrs: Cllr Angear and Co-opted member (Footpaths Working Group) Steve Burke. Apologies accepted.	apologies
2. AME_22.03.02	DECLARATIONS OF MEMBERS' INTERESTS Declarations of Member's re-declared their interests as declared at beginning of this administration term. There were no further declarations that were specific to this agenda.	
3. AME_22.03.03	MEMBERS' DISPENSATION REQUESTS There were none.	
4. AME_22.03.04	PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA No members of the public were present.	
5. AME_22.03.05	ALLOTMENTS WORKING GROUP i. Receive Allotments Reports – Allotments Association / Allotments WG / Management Issued Works Orders 2021.10.21_HPCWO_ALL_FencingWorksAllotments and 2021.11.17_HPCWO_GRD_FencingWorksRec; following site visit 23.09.2021 and quotes received 20.10.2021. No contact from Fencing Company since email dated 19.11.2021 and anticipated works date of early January 2022. No response to Clerks emails dated 12.01.2022, 19.01.2022. Discuss and Recommend Action to Full Council As there have been no further communication the parish council made the decision to cancel the works order and look for another quote. ii. Receive Allotments Reports – Allotments Association / Allotments WG / Management <ul style="list-style-type: none">Storm damage. The Allotments Association did a good job of clearing any debris and damage that they were able to.	

- New sign has been done with Parish Council contact information on and is going on the end of the shed.
- Licensing: The Allotment Association is taking advice from the national allotment association on the wording. Councillor Watson asked for it to be returned for us to look at as soon as he has it.
- The fencing was discussed with Allotment Association chair who is confident in getting a quote for the fencing.

It was proposed to take the quote received from the Allotment Association Chair to Full council for approval.

iii. To Agree any further recommendations for FCL attention Written reports from Allotments Management and the Allotments Working Group had been circulated prior to the meeting. Please see Appendix 1

It was proposed by Cllr Alder that the Parish council should cancel the original order as there has been no further communication and receive a new quote from Allotments Association Chair. Seconded by Cllr Harding. All in Favour

Action -
Maxine to
cancel the
works order.
Email sent
17/03/2022

Actioned and
new quote
agreed at
FLC 28.3.22

6.
AME_22.03.06

FOOTPATHS WORKING GROUP

- i. Kissing gates – old / historic metal parish gate and newly refurbished kissing gate at entrance to Lime Cross Development Site from John Fords fields at Lime Park
 - Kissing gate is no longer required for use at John Fords land as he has fixed the fence in anticipation for cattle. Once located the gate can be placed somewhere else.
 - It was noted that Councillor Game had repaired the stile between football field and the pitch.
- i. Receive report from Footpaths WG to include Community Routes update.
 - Appendix 2
- ii. To Agree any recommendations for FCL attention
 - None

7.
AME_22.03.07

GROUNDS WORKING GROUP

- i. Receive report from Grounds WG.
 - A written report had been circulated prior to the meeting. Please see Appendix 3.
 - It was asked by Cllr Harding who takes responsible for The Oak Way hedge cutting. Cllr Stewart stated that it is the responsibility of the Oak Way management company or site owner. The Oak way AGM are having a meeting with sight owner to ascertain responsibility and get it cut.

- It was noted that there had been no communication regarding re-S106 lime roughs and suggestion that the Parish Council email Cllr Pam Doodles at Wealden to see if there are any further updates.
- Cllr Naish asked if there were any updates regarding the replacement of the school fence next to Bowls club and recreation ground. It was understood that it was going to be done by the 28.3.2022 but had been delayed. It was suggested that Cllr Alder to write to the school as chair in conjunction with the bowls club.

ii. To Agree any recommendations for FCL attention.
None.

8.
AME_22.03.08

HIGHWAYS WORKING GROUP

i. Receive report from Highways WG

- A written report had been circulated prior to the meeting. Please see Appendix 4.
- Council took note of Jamie's good siding work on the footway up to Windmill Hill. The next area needing to be cleared is the footway from Collins Honda.
- The bollards outside pharmacy are a priority. There are delivery drivers parking there and blocking sight lines for vehicles exiting the access road.
- Cllr Lee reported that the drainage issues in Hammer Lane have been resolved.
- Speeding – spoken of at CSAG. Potential funding via CSAG to share amongst Parish Councils.
- Current Traffic Monitoring strip at Windmill Hill, Cllr Alder to investigate what data is being collated.
- Church Road to Wartling Road is being re-surfaced in the summer.
- Speedwatch group is being progressed by Cllr Harding and Martyn Owen with administration support from HPC Admin Assistant.
- It was noted that a Finger post has now been removed and is stored at the Cllr Goodsells property. The Parish council cannot claim on insurance because the post is rotten.
- Was noted that we are still waiting on communication regarding the license for the new bins.
- It was discussed some correspondence from a resident wanting a bin on victoria road and Joes Lane. Cllrs discussed this and highlighted that there is a Bin on Victoria Road further up and another bin wouldn't be sensible spending of public money with the cost of the bin and emptying when there is already one in the location. But spoke about looking into a sign.

**Cllr Stewart
to source
Black Cat
costs and
suppliers.**

- It was briefly asked could council please consider what they want to achieve from the Feasibility study.

li.To **Agree** any further recommendations for FCL attention.

- Cllr Kenward and Cllr Alder request money in reserve for the finger post at a cost of £2300. Cllr Kenward proposed, and Cllr Stewart seconded. All in favour.

9.
AME_22.03.09

STREET LIGHTING WORKING GROUP

i. Lighting Design discussion following up latest information from ESCC and any other information received via fellow Town and Parish Council Q&As

ii. Street Lighting Maintenance discussion following up latest information from ESCC and any other information received via fellow Town and Parish Council Q&As

- There has been no further communication from ESCC about i and ii. The Clerk is waiting on correspondence from Polegate PC regarding the contractor they used. Admin to follow up with Polegate PC.

Admin to
contact
Polegate PC.

iii. Receive report from Street Lighting WG on any business not within above discussions

iv.To **Agree** any further recommendations for FCL attention.

- None.

Item to be kept on the agenda.

10.
AME_22.03.10

TREES AND LANDSCAPING WORKING GROUP

I. Receive report from Trees and Landscaping WG

- It was noted that more trees have been planted and it was suggested that councilors should produce a report of tree planting locations for further planting.

ii.To **Agree** any recommendations for FCL attention.

- None.

11.
AME_22.03.11

COMMUNITY SPEED WATCH

i.Update – discussion and any resulting action.

Highlights report circulated prior to meeting. See appendix 5

- Still waiting on Black Cat correspondence.
- Cllr Harding suggested to talk to Steve Oconnel at the Speedwatch policing team, about purchasing black cat from them.
- Cllr Harding will be proposing some Speedwatch sessions once all training is done.
- Cllr Harding noted that Police speed watch team are advocating the use of body worn camera and the police have grants to fund this on first come first service. It was agreed to investigate this further.

ii. Recommendation to full council.

It was proposed by Cllr Harding to apply for a funded body worn camera for Speedwatch sessions this was seconded by Cllr Stewart. All in favor.

12
AME_22.03.12

PLATINUM JUBILEE 2022

i Approve Windmill Hill Windmill artwork for the Platinum Jubilee Sign (FCL_2022.02.11)

ii Any updates from the Jubilee Steering Group meeting (all community organisations) and Consideration of any further Working Group actions towards planned events

- Cllr Watson has done a sketch of the Windmill hill sign artwork for posey green. The lettering to be the same as the previous sign. Cllr Watson has sent this to Blacksmith with a revised estimate to take to full council.
- Cllr Stewart is attending the next jubilee meeting group arrange for the 15th March at the Village hall.

13
AME_22.03.13

PUBLIC TOILETS LONG TERM PLANNING

i Consider any Councillor proposed changes to the circulated Draft Discussion Document and proposed letter by Cllr Watson, written and circulated by Cllr Alder

- It was suggested that Cllr Alder meet with Wealden to discuss the public toilet document. It was noted by Cllrs that this may have to go on hold whilst manging staff absences.
- Administration Officer to draft a letter for a proposal to go with document and send via email for council approval. Then to send to Wealden.

ii Agree Recommendations to be made to Full Council and any corresponding actions

- Recommend letter to full council approval proposed by Cllr Alder, seconded by Cllr Stewart. All in favour

Admin to draft a letter to go to Wealden with toilet proposal.

14
AME_22.03.14

UPDATES FROM LIME CROSS PAVILLION PROJECT MANAGEMENT GROUP

- There is a Meeting at 7pm Wednesday 23rd March at the VIC to discuss a design format for estimates to be found. Cllr Naish will establish a format then can go forward to the business plan
- Cllr Harding mentioned that a project brief would be needed. Cllr Naish will discuss with the Project management group a Brief for the sports and leisure pavilion linked in with the neighbourhood plan.

Leave the pavilion for next agenda.

15. **OTHER ITEMS**

AME_22.03.15

i. New East Sussex Highways Contract, discussion carried forward as per minute item FCL_2022.02.14

- The Parish council are concerned about how the money spent on repairing the roads, is not felt to be effective or good quality work. It was suggested to write a letter to East Sussex County Councillor regarding this, so they are aware of the feelings of the Parish.

ii. Those brought to attention of Clerk following publication of this agenda, including relevant items of correspondence that cannot be held over to the next Amenities meeting

- None
-

16.

AME_22.01.16

I. ITEMS FOR REFERRAL TO NEXT MEETING

- There were none.

Meeting closed at 20:12

Appendix 1 – Allotment Management Group

REPORT TO AMENITIES COMMITTEE

Report Title – Allotments Management Report

Report Written by: Officers of the Council

Date of report: For AME Committee 14.03.2022

Items

- I. We are mostly up to date with the rent from the allotment.
- II. Currently have 3 new tenants with one allotment still available and one becoming vacant.
- III. There are two on the waiting list but wanting plot numbers.

Appendix 2 – Footpaths Working Group

Community Routes Programme Report to HPC Amenities Sub-Committee – 14/3/22

A brief update on the state of activities:

1. Footpath Clearance. The Truggers footpath clearance group will be re-starting its work on Thursday 17th March. There are currently eight members, although we have never had a full complement at anyone outing.

2. Wartling 16 Footpath. A new ladder stile constructed by The Men's Shed is to be installed where this footpath joins the Wartling Road, about a quarter of a mile from the junction with the A271 on the Herstmonceux side. Although not in the parish of Herstmonceux and therefore not a Community

Route, this footpath is used by Herstmonceux residents. I thought I would let the committee know that we haven't been entirely idle!

3.Future Work.There are a number stiles that are either in poor condition or difficult to negotiate on Community Route 23, which leads from Gardner Street through Brick Farm Lakes to Chilthurst. The two landowners will be contacted in due course.

Steve Burke
11/3/22

Appendix 3 – Grounds Working Group

Grounds Report - 14th March 2022.

Recreation Ground.

Very little has been going on over last 2 months, apart from the storms, which took one of John Ford's trees down and has partially landed in our old section of car park. Awaiting it to be chopped up and removed. In the last few days, there have been reports of a spate of graffiti and also rubbish being left around. Will monitor and check cctv where necessary to see if we can establish who the culprits are. CCTV failed to work at one point but was reported and system rebooted. Just needed a kick. Posts and Poo bag dispensers have been delivered to my address for safe keeping.

Skatepark

Essential repairs have been carried out and hopefully we will go for an annual check and repair. Contractor has been asked to send quote along with T&C's.

Lime Cross Football Field.

Apart from some very long grass, and the repair of style into football field, there is nothing further to report.

Appendix 4 – Highways Working Group

Highways Report for March 2022 Amenities Meeting

Footway Lime Roughs to Hmx – Still awaiting monies from WDC to enable work to be carried out. Clare chasing.

Furniture – as discussed at SLR we still need to advise ESCC where those signs that contravene regs re miles from site are located. All councillors to contact highways of where these are an issue on an ongoing basis.

Condition of Chilsham Lane – We are advised that the Steward is still monitoring on a regular basis.

Damaged bridge outside Furnace Brook.00650772

There are temporary lights which have not been working correctly and this is being addressed. The repairs to the damaged bridge are scheduled from 28th March to 15th April under road closure.

Stunts green road damaged road around sunken drain covers outside Four Winds and Dragon Lodge 00650318

This was reported with pictures on 17th Jan and confirmation received that these will be investigated.

Telegraph pole outside Arnocks cottage covered in ivy

This has been reported as it needs clearing to enable a BT connection to be made.
ESCC is contacting the landowner

Overgrown bus stop at Cricketing Lane - This was reported, and the response was that there after inspection it was deemed that as there was no safety issue and no action would be taken. Is this something Jamie could do?

Fingerposts – Following the annual fingerpost review, a couple of posts need repainting and another replacing. These will be delayed under 2023/24 as since then the post on the junction of Under Rd/Cricketing Lane was blown down in the storm. This has for some reason been located inside the landowners' tall thick hedge on the left instead of on the junction. We have been unable to view the lower half of the post until now and it is found to be rotten and will need replacing. As it has not considered to have been maintained we cannot claim off of our insurance. We will obtain quotes to carry out this work and upon receipt will bring them to the next appropriate meeting. We will need to allocate reserves of say £2300 to cover unexpected expenditure when we rejig reserves in April.

Blocked drains on A271 from Power Garage to Tendering Fruit Farm 00647148

Blocked drains create running water which eventually leads to problems such as the reoccurrence of the Bingham Pothole. Six of these have been cleared under grill which is great but they have missed a small number of really overgrown ones. This issue will again be raised at SLR.

Speeding – It has been agreed by Council to purchase a Black Cat to enable multiple traffic studies to be made starting with the agreed sections of road. Ian has taken it on to investigate purchase etc. In view of increase in traffic due to new developments in the area, it was agreed that this will be purchased from CIL monies.

Forms have also been submitted to ESCC to arrange the agreed feasibility study outside the school to try and improve the parking, crossing etc

Dog/litter bins on the Highway. – The new bin for the corner of The Ridgeway/West End has been ordered.

We have received a request by email on 5th Feb from a WH resident asking if we can place a dog bin on the green at the junction of Victoria Road/Joes Lane. As there is a dog bin in Victoria Road, it would not be money well spent to buy another so suggest putting a sign up in this area and maybe have a poster campaign.

Stunts Green triangle – 00658373

The bollard protecting the triangle has been knocked over and broken and lorries are driving on the grass and churning it up. ESCC will replace

Bus stop in Gardner Street –

The decisions made by Council regarding moving back the cage and reinstating the old bus shelter were been sent to Derek Ireland.

He advised developers but has heard nothing so has written to them again end feb. If they do not respond we may have to assume they are not interested in contributing and go from there.

Cllrs Jenny Alder & Heather Kenward

Appendix 5

Herstmonceux Parish Council

HIGHLIGHT REPORT

Date: 14/03/2022

PROJECT/ACTION: Community Speedwatch Programme

Lead Councillor/Author: David Harding

Actions Completed since last update:

- **Updating and validation of the list of current/potential operators**
- **Operators & Coordinators all asked to complete the initial 1st stage on-line training**
- **Invitation was issues to all group members listed to attend an online session in February for the 2nd stage training by the police co-ordination. Only DH attended this session and is now required to cascade the training to all other group members as Police coordinator has extremely limited capacity for multiple sessions.**
- **Date of 23rd March 14:00 hrs has just been proposed to group members for delivering the 2nd stage training via Zoom or Teams platform. Awaiting confirmation of availability from group members.**
- **Pocket radar device and associated equipment has been located and is now with Martyn Owen.**

Actions planned in the next period

- **Initial dates for roadside monitoring sessions will be issued this week with the intention of holding the first session in the last week of March (dependant upon having a minimum of 2 fully trained operators). Further sessions for April will be diarised.**
- **DH to seek HPC support for progressing an application via the police coordinator for a body worn camera. (Following discussion at a recent CSW Groups webinar, on the rising instances of roadside abuse being experienced, use of body worn cameras is being strongly recommended).**

STATUS/RISK

(Red - action/intervention Required, Amber - Issues but within tolerance, Green - Progressing to plan)

Finance: GREEN

Resources : AMBER (dependency on trained and available operators)

Schedule: AMBER As above

Herstmonceux Parish Council
Amenities Committee

clerk@herstmonceuxparish.org.uk / Tel: 01323 833312

Overall Status: AMBER