

# Minutes of the Meeting of Framfield Parish Council held at the Village Hall, Blackboys, on Tuesday, 25 May 2010 at 7.15 pm

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**Present**

Rob Newton (Chair)	Brian Hodge
Selina Allen	Maria Naylor (Vice Chair)
Myran Eade	Ian Paisley
Peter Friend	Fred Thurston
Felicity Groves	
Councillor Chris Dowling (ESCC)	

**In attendance**

Ann Newton - Clerk	Members of the Public – three
	Members of the Press – none.

*This was a condensed meeting with items generally reported on briefly as it followed the AGM and preceded the Annual Parish Assembly.*

*(The minutes are detailed in the order in which they appeared on the agenda but not necessarily the order in which they were taken at the meeting. A copy of all the reports mentioned will be attached to the minutes for the minute book).*

## 1. Apologies for Absence

David Andrews.

## 2. Declarations of Interest

*Councillors to give notice of declarations of personal and prejudicial interests in respect of items on the agenda.* Myran Eade and Rob Newton declared a personal interest in the item on the Pavilion, as they are associated with Blackboys Cricket Club. Rob Newton declared a prejudicial interest in any item on the Clerk, the Clerk being his wife.

## 3. Minutes of the Last Meeting for Approval

As the last meeting, the AGM, had just approved the minutes of the meeting held on 27 April 2010, the AGM minutes not yet being available, there were no minutes to approve.

## 4. Urgent Matters Arising from the Minutes

The meeting agreed that full details of any matters arising could be dealt with at the June meeting due to the timescales of the current meeting. The Clerk did state that an 'advertisement' had been placed in the next issue of the magazine asking people to come forward and take part in a tendering exercise for the implementation of a website.

## 5. Correspondence received since the last meeting

There was none brought to the meeting.

## 6. Finance

- **Finance & General Purposes Committee – minutes to follow.** The Council is asked to ratify the three recommendations of the report as detailed below:

- Freedom of Information Publication: That Full Council resolve that the document should be republished on the completion of the review. Myran Eade, seconded by Ian Paisley proposed this for approval, which was agreed by all present.

*Rob Newton left the meeting room at this juncture and Maria Naylor took the Chair.*

- Parish Clerk – Job Description. That Full Council endorses the revised job description. Brian Hodge requested a copy, which was made available. The Clerk confirmed that the only revision was the addition of the secretarial role of both halls from the 2005 edition. Both taken from the NALC model job description. An appraisal system would be put in place again following along the NALC guidelines. David Andrews was currently reviewing the model. Selina Allen, seconded by Ian Paisley proposed that the PC endorse the revised job description – this was agreed by the meeting.
- Revised Contract of Employment to include gratuity payment. That Full Council resolve to deposit monthly into a secure fund a gratuity equal to 3.75% of her annual salary backdated from the

commencement of her employment and the accumulated fund would be paid in total on termination of employment and her contract of employment updated accordingly in line with current legislation. Although all members were in receipt of the minutes from the recent FGP WP and FGP meetings detailing the proposals, Brian Hodge stated that he did not have the required amount of information in front of him in order to make a decision. The meeting agreed to defer any decision until the June meeting by which time further details would be given to members.

*Rob Newton re-entered the meeting room and regained the Chair.*

- Trust administration. That Full Council resolve to amend the financial and functional administration of the Trusts in line with the FGP recommendations. Ian Paisley, seconded by Fred Thurston proposed that these changes be made – all were in agreement.
- **Formal agreement of the May 2010 expenditure – itemised below.** This was agreed for payment by Selina Allen, seconded by Fred Thurston and agreed by all present.

	£
Arbor Management (grounds maintenance of all recs/allotments)	917.02
R P Day Plumbing & Heating (fix tap at FF allotments)	45.97
Jan Riddle, RFO:	
May (gross salary £54.16); 2 extra hours (£25.00)	63.36
Ann Newton, Clerk:	
May (gross salary £1,147.47); mileage (£9.02).	892.90
HMRC	
May tax and NI payments for Clerk/RFO	405.72
<u>Total:</u>	<u>£2,324.97</u>

## 7. Committees

- **Planning:** - the Planning Committee minutes for the meetings held on 27 April and 18 May 2010 had already been circulated.
- **Recreation Grounds: (Parish Councillors as Trustees):** the minutes for the meeting held on 18 May 2010 had already been circulated.  
Myran Eade commented that permission had been granted to allow parking on the ground during a recent 'old boys' football match on Framfield recreation ground.
  - **Pavilion Review.** Fred Thurston commented that he had met with Maria Naylor and Amanda Eade and a letter of reply to the Charity Commission was being constructed. All members would receive a copy of the letter once finalised.
- **Environment:** there had not been a meeting. The next meeting is scheduled for 8 June 2010 when Michael Higgs (ESCC) should be presenting an update on the traffic calming proposals for Blackboys. *[Post meeting note: Michael would now not be attending and the meeting has been postponed until the end of June].*

## 8. Reports from Representatives

**Blackboys Village Hall:** Fred Thurston reported that he would be convening a meeting soon. There had been some general maintenance and quite a few unusual bookings.

**Memorial Hall:** Rob Newton reported that the building work at the School had commenced and a skip had been placed in the Memorial Hall car park by the builders in lieu of two deep cleans of the Hall, the first of which would take place in half term along with the installation by ESCC Education Services of a new industrial dishwasher for School dinner service use only.

### Schools:

- Framfield – Selina Allen reported that she had attended a recent Governors' meeting. There would be 12 new admissions in September (a full intake) but also potentially three appeals. A new teacher has been appointed to replace Mrs Foskett.
- Blackboys – Nothing to report.

**SALC/WDALC:** Nothing to report.

**WDC Parish Planning Panel:** Nothing to report.

## 9. Any Other Business at the Discretion of the Chairman

Rob Newton stated that there were three urgent items for discussion.

- **Use of Framfield Recreation Ground by Framfield School.** The School have asked if they could use the recreation ground (Framfield) for a running track forthwith until their sports day in July as the builders have damaged their own grass. They would have the appropriate insurance and carry out the necessary risk assessments. This was agreed by all present.

- **Football on Framfield Recreation Ground.** The Clerk reported that it appeared that the East Hoathly Eagles have amalgamated with Wealden Colts – both junior sides - and would move from the playing fields in East Hoathly to the use of Framfield recreation ground along with other grounds. A letter of clarification of their intent has been received from Laurie Breeds, coach, explaining the usage, which he does not deem to increase significantly. They might possibly need a senior, a junior and an over lay mini soccer pitch. Mark Moore would be overseeing the ground so that it is not overplayed. He asks what plans the PC have to improve the ground, ie drainage/storage etc.

The meeting agreed that the PC should reply asking for clarification on the amalgamation; stating that there are no future improvement works planned to the recreation ground; remind them that the ground is just that, not a sports pitch and that no special maintenance arrangements are made to upgrade to such a pitch in line with the other recreation grounds. There will also be a review of charging arrangements for the use of the ground. It was also thought that the Memorial Hall should review its procedures for the use of the changing rooms by people using the recreation ground for sport and that each match/training should be booked through the proper channel and a scheme of payment set up. It was thought that any club's insurance might be invalidated if this procedure wasn't followed and the facilities used on an ad hoc basis using a private key.

The Clerk stated that East Hoathly with Halland PC would be writing to the East Hoathly Eagles asking for clarification of their position with regard to the use of the playing fields in East Hoathly.

- **Proposed 30 mph speed limit in Blackboys.** Brian Hodge reported that following on from the public meeting held on 20 April 2010 as detailed in the April PC minutes there was general consensus of agreement that everyone was happy with the re-alignment of the junction of the B2102 and B2192. There was some concerns over the positioning of the two build-outs and the suggestion of alternatives, such as rumble strips or 'tables', both of which are deemed unsuitable by the emergency services. Everyone wanted a form of traffic calming as opposed to just signage. The majority were not in favour of the extra lamps. Michael Higgs is to take these comments back to ESCC, copy the PC in on any written comments and return to the next Environment Committee meeting on 8 June 2010. *[Now cancelled, as stated above].*

However, an email had been received from Michael on 24 May 2010 asking how he should proceed and he felt that although the public supported the introduction of the 30 mph speed limit, did not support the traffic calming measures suggested. The County Council's policy on setting speed limits requires them to reduce the speeds in accordance with the proposed limit if a lower limit is to be introduced and they are not able to introduce a limit with signs and lines alone. He therefore proposes to write to all the appropriate residents clarifying this to residents and asking them to indicate their preference to either a 30 mph speed limit with traffic calming or stay with the existing 40 mph speed limit.

Brian commented that he felt the minutes portrayed what the residents at the public meeting said in that they would agree to the measures of traffic calming in order to proceed with the speed limit reduction on the understanding that an exemption was made to prevent the additional streetlighting being introduced.

The PC agreed that a letter should be written to Michael stating these facts and asking him to proceed along those lines. Councillor Chris Dowling agreed with everything that had been said and commented that ESCC needed to get on with the work.

*The meeting closed at 8 pm.*

**Chairman**..... **Date** .....

**NEXT PARISH COUNCIL MEETING:  
Tuesday, 29 June 2010, at the Memorial Hall, Framfield,  
commencing at 7.30 pm.**