

Minutes of the Meeting of Framfield Parish Council held at the Village Hall, Blackboys, on Tuesday, 13 December 2016 at 7.30pm

Present Jeff Goggin (Chairman) Maria Naylor
Keith Brandon (Vice Chairman) Rob Newton
Peter Friend Sam Sharples
Noel Mansley

Councillor Chris Dowling (ESCC) - part

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

Prior to the commencement of the meeting members of the public and County and District Representatives are invited to address the Parish Council if present.

Councillor Chris Dowling (ESCC) – Chris reported on the following items:

- Bird-in-Eye Hill, Framfield – proposal for a reduction in the speed limit. Chris commented that unfortunately the Parish Council (PC) has to re-apply for community match funding under the new scheme – detailed below.
- Speeding issues – Lewes Road, Blackboys – following on from a meeting with the Clerk and two residents, they are intending to write to the PC asking for their concerns to be looked into. Chris can then set the ball rolling. He was also astounded to have confirmed that under Government legislation, speed limits for HGV's have been increased on A and B roads. The Clerk was asked to make contact with the residents after Christmas if there has been no word.
- Council Tax – news is still awaited on what grant will be passed down this year from Government but it is likely to be less than last year and ultimately heading in the not too distant future to zero. Although there is likely to still be the extra 2% for Adult Social Care this will still not be enough to cover what is required.
- Highways Steward – Chris has asked that someone else cover the Parish as through no fault of the Highways Steward who is off sick, the Parish is being short-changed.

Councillor Ann Newton (WDC) – Ann reported on the following items:

- Wealden District Council (WDC) is still working on the Local Plan and the next iteration will be published during the first quarter of 2017.
- Crematorium – Ann explained that with the likelihood that Government grant will be reduced to zero in up and coming years, WDC has been looking at business opportunities to bring in some income. They have to appropriate for a District Authority and as there currently is not crematorium in the District, it was thought to be a good idea. The planning application has just been approved and if all goes to plan the crematorium could be open for business by the end of 2018.

Peter Friend suggested that if charity shops had to pay part or full business rates instead of receiving an exemption, this income could help the situation. Chris agreed, especially as the all income from business rates is soon to come to the local authorities.

(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

Councillor Alan Greenslade.

2. Declarations of Interest

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. Rob Newton declared a prejudicial pecuniary interest in the

items under the Finance section of the agenda relating to the Clerk, the Clerk being his wife. If any discussion ensues pursuant to the staffing items within the recommendations on the FGP minutes he stated he would leave the meeting room. He would also leave the meeting room during discussion on the letter from Larkin & Pollington Design as a neighbour to the site.

3. Minutes of the Last Meeting for Approval

It was agreed that the minutes of the meeting held on 27 September 2016 having been circulated, be approved, adopted and signed as a correct record. A typographical error was corrected on page 2, item 5 – ‘Co-operation’ was replaced with ‘Co-option’.(PF/JG).

4. Matters Arising from the Minutes

Some items were dealt with under other appropriate headings below.

- Blackboys – B2192/B2102 – speeding issues. School signs/village gateways? Discussion on a way forward. Further contact made from the residents – Councillor Dowling to update meeting. This is detailed at the start of the meeting. The Clerk was asked to make contact with the residents after Christmas. **ACTION: PC 056 – CLERK.**
- Memorial bench at the top of Becketts Way. The meeting agreed that the Clerk should source a replacement and that the plaque should be fitted to the new seat. **ACTION: PC 057 – CLERK.**

PC 043	Guideposts – the Council are still awaiting the removal of two ‘stumps’ and agreement to the licensing and refurbishment of one sign – all in Blackboys. Councillor Dowling to follow up. The stumps were still thought to be in situ – to be investigated - and the Clerk was asked to obtain a licence for the new post at the bottom of Stonebridge Lane on the B2192 (and insurance if successful) and to do the same for the post at the junction of Palehouse Common and the B2192. <u>ACTION: PC 058 – CLERK.</u>
PC 044	Mill Field – Councillor Dowling to follow up the enforcement of the cutting the hedge adjacent to the road. The Clerk commented that ESCC have now backtracked on their stance that the hedge still requires cutting and the pile of cuttings is still piled up at the end of the hedge. Councillor Dowling suggested that a complaint could be filed.
PC 045	Bird-in-Eye Hill – proposal for a reduction in the speed limit. Council to re-apply for community match funding under the new scheme. Still to be done. <u>ACTION: PC 059 – CLERK.</u>
PC 046	Clerk to pass on details of new Councillors to WDC. This had been done.
PC 047	Parking – School Lane, Blackboys. Clerk asked to apply for licences to plant bulbs on the verges to try and discourage parking. Update - the licences have been granted and the School/residents advised that they can starting planting.
PC 048	Consideration for the provision of Wifi in both halls. Keith Brandon to prioritise the installation at the Memorial Hall – ongoing. <u>ACTION: PC 060 – KB/CLERK.</u>
PC 049	Grounds maintenance contract. Clerk to contact the contractor to consider more cuts if there is a warm, wet spring. The PC agreed that a meeting should be set up with them. <u>ACTION: PC 061 – PF/CLERK.</u>
PC 050	Official Council logo – Keith Brandon to ‘computerise’ the winning entry and investigate making it into an official ‘stamp’ for the Council. The Clerk said she would look out some of the designs which were incorporated in the village signs and Keith would pass the image onto Councillors. <u>ACTION: PC 062 – CLERK/KB.</u>
PC 051	FGP meeting – 27 October 2016 – minutes for ratification and recommendations for implementation – see separate agenda item under ‘Finance’.
PC 052/3	<ul style="list-style-type: none"> • Framfield School – signing of the licence agreement required for the gateway between the playground and woodlands. Keith Brandon to pass the licence onto the Clerk. <u>ACTION: PC 063 – KB.</u> • Refuse – Clerk to liaise with the School over the use of the Memorial

	Hall refuse bin for lunch waste. The Clerk stated that WDC Environmental Health are now involved and she is due to meet with a representative from Chartwells. ACTION: PC 064 – CLERK.
PC 054	Uckfield Town Council – Devolved Services – urban grass cutting. Update. The Clerk stated that very sadly the officer dealing with the proposals has recently died so she was unsure what would be taken further.
PC 055	WDC – Parish Conference – 30 November 2016 – Peter Friend to attend – Clerk to advise WDC. Peter commented that the event was generally very good although he was unsure about the ‘sales pitch’ for increased IT procedures at meetings etc.

5. Correspondence received since the last meeting

Letters for noting/discussion – most items were from pending matters and dealt with under separate headings.

- CPRE. Request for a donation - declined.
- The Local Government Boundary Commission. Update on the revised boundaries for the District and County Council Wards.
- British Telecom plc – removal of telephone kiosks. The meeting agreed that as the three kiosks in the Parish were not of the traditional variety, there was no reason to retain them. Clerk to pass the information on. **ACTION: PC 065 – CLERK.**
- Larkins & Pollington Design – letter regarding the possible development of Mill Field and land swap to facilitate an access. The meeting agreed that a reply should be sent to the agent stating that they would not want to make a firm comment until the next stage of the Local Plan (during the first quarter of 2017) has been published to see if any changes have been suggested for Blackboys since the publication of the Issues, Options and Recommendations particularly as there was considerable opposition from the local residents. Clerk to draft a reply for agreement by Noel Mansley and Sam Sharples and ratified by the Chair and Vice Chair. **ACTION: PC 066 – CLERK.**
- WDC: confirmation of a footpath diversion – Framfield 13.

6. Finance and General Purposes:

- FGP minutes (27 October 2016). – resolve to adopt the recommendations contained within the minutes. One change was requested that following on from advice taken, the charge for a double-sided sheet of paper issued under a Freedom of Information request should be reduced to 50p plus the relevant fee for signed receipt. The recommendations were then taken en-bloc, as proposed by Keith Brandon, seconded by Maria Naylor and agreed by all present. Clerk/RFO to implement recommendations. **ACTION: PC 067 – CLERK/RFO.**
- Keith Brandon reported that the Working Party had completed the policies detailed for ratification at the next opportunity once circulated. Complaints, Data Protection, Recording and Filming, Social and Electronic Media, Records Retention, Freedom of Information and Vexatious Complainant. **ACTION: PC 068 – KB/CLERK/ALL.** He also reported that due to a change in legislation he believed that it is no longer necessary to pay a fee for Data Protection Registration and would print off the certificate clarifying that. **ACTION: PC 069 – KB.**
- Resolve to close the ‘old’ Framfield Memorial Hall account and transfer the funds (£73.00) to the Framfield Trust account. This was agreed (JG/RN). Clerk to action: **ACTION: PC 070 – CLERK.**
- Councillors were in receipt of the schedule of expenditure as at 31 October 2016, bank reconciliation and bank statement for October for comparison and agreement. The accounts were verified as correct by the Council. (KB/JG). Noel Mansley asked if the Clerk/RFO could investigate whether it would be prudent to pay off part of the PWLB loan with some of the reserves. **ACTION: PC 071 – CLERK/RFO.**
- Formal agreement of the October/November/December [part] 2016 payments/disbursements – itemised below. This was agreed for payment by Peter Friend, seconded by Maria Naylor and agreed by all present.

£

701333 – The Play Inspection Company (annual play area inspections)	300.00
701334 – Horizon Skills Ltd (works to office computer)	85.50
701335 – D & J Greengrow (bi-annual invoice)	2,279.00

BACS – BVH (Hall hire)	12.00
701336 – HMRC; October tax and NI payments for the Clerk/RFO	258.06
BACS – BVH (Hall hire)	12.00
BACS – Keith Brandon (reimbursement of purchases – oil level meter to be charged to BVH)	114.93
701337 – HMRC; November tax and NI payments for the Clerk/RFO	262.13
701338 – Oldfield Smith & Co Ltd (surveyor’s report – lease of land)	360.00
701339 – WDC (dog bin emptying quarterly charge – Oct/Dec)	360.00
701340 – SLCC (annual subscription)	157.00
701341 – WDC (Parish Conference)	30.00
701342 - HMRC; December tax and NI payments for the Clerk/RFO (Staff salaries paid net of tax by BACS)	

Bank Balances as at 31 October 2016

Current Account	£58,003.64
Deposit Account	£119.20

7. Reports from Committees (KB, PF, JG, AG & MN)

- **Planning** – the minutes of the previous meetings (27 September 2016) and delegated comments (October and November) would have been ratified at the meeting prior to full Council.

8. Reports from Representatives

- **Schools:** St Thomas à Becket Church of England Federation (Blackboys & Framfield CEP Schools) (KB). There was no report other than the items already included in the minutes. The Clerk stated that she had stepped down from the Governing Body.
- **WDALC** – minutes to be sent out as and when received.
- **Parish Planning Panel (c/o Clerk)** - minutes to be sent out as and when received.

9. Councillors’ Questions

- Meeting dates for 2017.
- Sam Sharples put forward a couple of suggestions from a resident. The PC asked Sam to pass on their thanks for her suggestions. Firstly the PC agreed the Clerk should source some new noticeboards but that anyone wishing to put anything on the boards for community events should contact the Clerk who will be happy to do so as long there is room. **ACTION: FF 072 – CLERK.** The meeting also discussed the suggestion of having a full alcohol licence at the Memorial Hall – something that had been discounted a couple of years previously. The Clerk was asked to find out what the various fees and possibilities are. **ACTION: FF 073 – CLERK.**
- Rob Newton advised the meeting that he had turned off the water at both allotment sites.
- Keith Brandon commented that there is possible grant opportunity from Tesco’s which he would look into further. **ACTION: FF 074 – KB.**
- The Clerk was asked to look into the fees that are paid by the Stagers for the use of the Memorial Hall. **ACTION: FF 075 – CLERK.**
- The Clerk detailed a recent invoice from EON regarding the electricity charges at the Village Hall, Blackboys. Keith Brandon asked for a copy of the invoice and discussion arose around if the invoice is correct whether hire agreements/fees will have to be reviewed. **ACTION FF 076 – CLERK/KB.**

The meeting closed at 9.20 pm.

Chairman.....

Date

**NEXT PARISH COUNCIL MEETING:
 Tuesday, 31 January 2017
 at the Village Hall, Blackboys.
 commencing at 7.30 pm.**

