

FRAMFIELD PARISH COUNCIL
Minutes of the Meeting of Framfield Parish Council held at the Memorial Hall, Framfield, on Tuesday, 28 March 2017 at 7.30pm

Present (Councillors): Keith Brandon (Vice Chairman) Noel Mansley
Selina Allen Maria Naylor
Peter Friend Sam Sharples
Alan Greenslade

Councillor Chris Dowling (ESCC) - part

In attendance Ann Newton - Clerk Members of the Public – three.
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:

- Community Match Funding application (CMF) - Bird in Eye Hill. Chris explained that the speed data obtained by ESCC had shown a mean speed of less than 40 mph which puts into question the viability of introducing an extended 40 mph limit. The CMF application had therefore been temporarily put into abeyance. A meeting was held with the residents, Officers from ESCC, Keith Brandon and the Clerk, the conclusions of which were that the residents should decide what they want to achieve for Bird in Eye Hill regarding possible solutions to traffic problems. There would then be the opportunity for the Parish Council to fund a feasibility study (between £500 and £1,000) from ESCC which would ascertain what could be done and the costs. The meeting agreed that they would wait for further news once the residents have met.
- Chris further reported that he had received a letter from a resident of Palehouse Common regarding the volume and speed of cars/vans and the inappropriate use by HGV's of the road as a cut through to the industrial estates. Chris said that he would reply to the resident. The Clerk reminded the Council that approximately ten years ago the Parish Council had part funded the implementation of a reduction in the speed limit to 40 mph and for directional signs indicating that HGV's should use the by-pass – these were put in place from Maresfield round to Halland.

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

- The East Sussex Joint Waste Partnership and Kier have agreed a mutual exit from the contract with the contract due to end on 28 June 2019. Ann stated that the councils would have to go through a procurement process but that Kier would continue to provide the service. Comment was made objecting to the original outsourcing of the service and Ann replied that with the reduction in the grant from central Government local authorities had to make savings and WDC had saved a significant sum of money each year rather than increase Council Tax.
- Wealden Local Plan (WLP). Ann reported that the WLP had been published with lower housing figures because of the district-wide constraint on greenfield development due to the impact nitrogen deposition on the Ashdown Forest.

(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

Councillors Jeff Goggin (Chairman) and Rob Newton. Keith Brandon took the Chair.

2. Declarations of Interest

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. There were none.

Signed

Page 1 of 5

Date

3. Minutes of the Last Meeting for Approval

It was resolved to accept the minutes of the meeting held on 31 January 2017, having been circulated, as a true and accurate record of the meeting. The minutes were signed by the Chairman as proposed by Selina Allen and seconded by Peter Friend.

4. Matters Arising from the Minutes

Some items were dealt with under other appropriate headings below.

PC 077	Blackboys – B2192/B2102 – speeding issues. School signs/village gateways? Update from ESCC. The Clerk detailed a letter from ESCC suggesting that the Council agree to a feasibility study for both roads in the village to determine what could be done and the costs. This was agreed as proposed by Noel Mansley, seconded by Sam Sharples. <u>ACTION: PC 092 – CLERK.</u>
PC 078	Memorial bench at the top of Becketts Way. Clerk to source a replacement. The meeting agreed a quote of £385 plus £32 for fixings. <u>ACTION: PC 093 – CLERK.</u>
PC 079	Guideposts – the Council are still awaiting the removal of two ‘stumps’ and to ask for a licence for the posts at the bottom of Stonebridge Lane and at the junction with Palehouse Common both on the B2192 and relevant insurance. Update. The Clerk reported that the stumps have been removed and licences obtained for four posts, two as detailed above and a further post at the junction of School Lane/B2102 and the junction of Hollow Lane/B2192 both in Blackboys. A quote was agreed to replace the post at Palehouse Common. The Clerk was asked to further obtain a licence and a quote for repairs for a post at the junction of Sandhill Lane and Palehouse Common. The Clerk was also asked to confirm with JAKK a cleaning/maintenance programme. <u>ACTION: PC 094 – CLERK.</u>
PC 080	Bird-in-Eye Hill – proposal for a reduction in the speed limit. Update – as detailed above. <u>ACTION: PC 095 – ONGOING..</u>
PC 081	Consideration for the provision of Wifi in both halls. Keith Brandon to prioritise the installation at the Memorial Hall – ongoing. Keith reported that having received up to date quotes the cost of the installation of a telephone line made the exercise financially prohibitive and significantly above the original estimates. The project would therefore not go-ahead,
PC 082	Grounds maintenance contract. Peter Friend to have a walk round with the contractors. The Clerk was having difficulty setting dates. <u>ACTION: PC 096 – ONGOING.</u>
PC 083	Official Council logo – update. This is ongoing. <u>ACTION: PC 097 – KB.</u>
PC 084	Clerk/RFO to find out if it would be prudent to pay off part of the loan with some of the reserves. Update – the interest rate is very low and ‘fines’ are imposed for early pay-off. The meeting agreed to do nothing at the moment.
PC 085	Clerk to source some new noticeboards. Update. Four quotes had been obtained with one contractor withdrawing. The meeting agreed that she should follow up with Rob Jackson but as a fall-back position accept the lowest quote. <u>ACTION: PC 098 – CLERK.</u>
PC 086	Grant funding opportunity from Tesco’s – Keith Brandon to apply for a grant for a new basketball area on Framfield recreation ground. Keith reported that he was due to submit the application following differing quotes for a new net etc. <u>ACTION: PC 099 – KB.</u>
PC 087	Clerk to contact the School to ask if the stage extension at the Memorial Hall had any impact on the use of the Hall by the School. The Clerk reported that they had no issues.
PC 088	Building works encroaching on ‘the green’ in Framfield. Clerk to make contact with the owner. The Clerk reported that this had not been necessary as the area had been tidied. The Council has now given the owner permission for a skip for a short period of time.

PC 089	Grass triangle at the junction of the B2192 and Stonebridge Lane. Clerk to make contact with ESCC regarding a resident's wish to refurbish it. The Clerk reported that she was on the point of putting the resident in touch with the relevant officer at ESCC. <u>ACTION: PC 100 – CLERK.</u>
PC 090	Clerk to pass on precept details to WDC. This had been done.
PC 091	Clerk/RFO to look into obtaining a debit/credit card for the Council. The Clerk commented that she would use one of her own cards, no longer using it for her own business.

5. Additional items for discussion

- Saturday bus service – provided by the North Wealden Community Transport Partnership. Council to resolve to make a contribution of £589.01 per annum – report from Uckfield TC circulated. The meeting agreed to the contribution as proposed by Selina Allen and seconded by Sam Sharples. The funds could come out of the underspend this year. **ACTION: PC 101 – CLERK.**
- Parish Magazine – non-local (charitable) copy. The Clerk asked for opinions if she should accept and/or charge for non-local, charitable copy because the current amount received means that the magazine was larger at a higher cost. The meeting agreed that she should not accept copy from outside organisations but could set up a page of 'what's on' if there is space. **ACTION: PC 102 – CLERK.**
- Councillors to take on 'roles' – Councillor Greenslade to liaise with ESCC Highways regarding issues with pavements etc. Councillors agreed and the delegation of certain items would be sorted out. **ACTION: PC 103 – CLERK.**

6. Correspondence received since the last meeting

Letters for noting/discussion (Including items that have been received after this agenda has been published) – most items were from pending matters and dealt with under separate headings.

- Kent Surrey Sussex Air Ambulance – request for a donation. The meeting resolved to give the charity a £200.00 donation as proposed by Maria Naylor and seconded by Selina Allen. Although not in the budget, the meeting felt that they had sufficient underspend to warrant the donation. **ACTION: PC 103 – CLERK.**
- Request for a donation from the Framfield & Blackboys Monday Club. The meeting agreed to a donation of £50.00 as proposed by Maria Naylor and seconded by Selina Allen. **ACTION: PC 104 – CLERK.**
- CPRE: Sussex Review Magazine.

7. Finance and General Purposes:

- Resolve to formally appoint Keith Robertson as the Internal Auditor. This was agreed as proposed by Selina Allen and seconded by Peter Friend.
- Resolve to agree the Asset Register – copy circulated. Maria Naylor remarked that she did not like the layout or the fact that current insurance values had been used. The Clerk explained that this was the recommendation from the auditor as the original values were not known. Obviously the values would not change in subsequent years. The meeting subsequently adopted the Register as proposed by Selina Allen and seconded by Noel Mansley.
- Agree to task the FGP Committee to complete a 'live' Asset List across the Council and Trusts. Keith Brandon suggested that Maria Naylor complete the 'live' list. **ACTION: PC 105 – MN.**
- Ask the FGP Committee to investigate alternative bank accounts. This would be put in hand due to the current rules on loss of funds if amounts in excess of £85,000 are held within one bank. **ACTION: PC 106 – FGP COMMITTEE.**
- Transfer the £40,000 received from Shared Access Ltd to the Framfield Trust account. This was agreed. **ACTION: PC 107 – RFO.**
- Use of email for Council business in between meetings. The meeting agreed that it was now essential that business was done by email but ratified at Parish Council meetings. Noel Mansley commented that at a recent SSALC training day comment was made that everything must go via a meeting.

- Parish Council Facebook account. The meeting agreed to Keith Brandon implementing an account for information only purposes for a trial period of one month.
ACTION: PC 108 – KB.
- Councillors were in receipt of the schedule of expenditure as at 28 February 2017, bank reconciliation and bank statement for February for comparison and agreement. The accounts were verified as correct by the Council. (KB/SS).
- Formal agreement of the February/March 2017 payments/disbursements – itemised below. This was agreed for payment by Noel Mansley, seconded by Selina Allen and agreed by all present.

	£
701346 – SSALC Limited (Councillor training course)	66.00
BACS – Blackboys Trust (Hall hire)	30.00
701347 – HMRC; February tax and NI payments for the Clerk/RFO	299.01
701348 – WDC; dog bin emptying (Jan/March 2017)	360.00
701349 – SSALC Limited (Employment Briefing)	66.00
701350 – D&J Greengrow (bi-annual invoice)	2,024.00
701351 – Horizon Skills Ltd (office anti-virus/service)	292.50
701352 – HMRC; March tax and NI payments for the Clerk/RFO	299.32
701353 – East Sussex ALC (annual subscription) (dated 6 April 2017)	576.80
701354 – Kent Surrey Sussex Air Ambulance (donation)	200.00
701355 – Framfield & Blackboys Monday Club (donation)	50.00
(Staff salaries paid net of tax by BACS)	

Cheques received

BlackRock Charinco/Charishare dividends (£179.47) – to be transferred to Blackboys Trust account.
East Hoathly with Halland Parish Council (share of telephone account £246.58)

Parish Magazine

100037 – P Tomsett (BR) (ads/April/May edition)	250.00
100038 – Print Matters (ads/April/May edition)	1,292.00

Bank Balances as at 28 February 2017

Current Account	£47,756.42
Deposit Account	£35,119.22

8. Reports from Committees – if required.

There were none.

9. Reports from Representatives

- **Schools:** St Thomas à Becket Church of England Federation (Blackboys & Framfield CEP Schools) (KB). Brandon Keith reported on a further request to store the table tennis tables and issues again with the depositing of food waste in the Hall bin. He had explained with regard to the tables that until the refurbishment work was complete, it was not known what storage capacities there would be and the issue of the bin was in the hands of ESCC. **ACTION: PC 109 – KB/CLERK.**
- **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. Keith Brandon was appointed as the representative but anyone could attend in his place if they wished.

10. Councillors' Questions

- Alan Greenslade explained the reasons he would no longer sit on the Planning Committee.
- Sam Sharples said that the School was trying to arrange a Summer Fair and the meeting agreed that if possible it should not be on the same day as the Village Market.
- Noel Mansley asked if there was any update on the proposals for Mill Field. The Clerk responded that an application had been submitted but not completed presumably due

to the publication of the Wealden Local Plan and the issues regarding building on greenfield land.

There being no further business, the meeting closed at 10 pm.

NEXT PARISH COUNCIL MEETING (the AGM):
Tuesday, 23 May 2017
at the Village Hall, Blackboys.
commencing at 7.30 pm.

This will be followed at 8 pm by the Annual Parish Assembly.
The public and the press are cordially invited to attend