Clerk to the Council: Emma Fulham

Goods Yard House

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Present: Cllrs Horner, Eastwood, Nathan, Reed, Colenutt, Norman, Burnett-Dick, Smith, Beare, Shaw and Bourne.

Absent: Cllrs Gunn and Sanders.

In Attendance: Emma Fulham (Clerk) and Gail Finney (Locum Clerk to the Council).

**Minutes to the Parish Council Meeting held in Goods Yard House at 7:30pm on 6th June 2022.**

Public: 2 members and County Cllr Georgia Taylor.

Cllr Taylor had no new updates to report.

Cllr Millward had sent her apologies. In her absence she had provided Cllr Taylor with her report which she read out:

* Roma Traveller family settled on land at Parrock Lane and Shepherds Hill junction – the Planning Committee had approved the High Court injunction. Given the land is within 400m of the Ashdown Forest, they would likely be evicted which would sadly leave the family homeless. , but the Council Officers feel they do not have a choice. It was emphasised by all who have met the family, including enforcement officers, that they are a kind family who genuinely want to give their children an education and bought the land in good faith. Cllr Millward was seeking possible ways to support them further and was in touch with the housing teams. The problem was that Wealden was yet to allocate land to traveller communities, as they are obliged to. They are working on this as part of the next local plan and know it is a priority. The total need for the whole of Wealden was 32 pitches for traveller families which would be provided across 2-3 sites. It was a small but important provision. There was another High Court injunction being sought regarding the land and family further down Shepherds Hill. She was waiting to hear the outcome.
* A couple of residents had written with concerns regarding the new Cripps Corner development. Cllr Millward would look into the details of the development and would respond this week.
* Biffa waste collection strike – this was ongoing. The latest statement from Biffa could be found on Wealden’s website.

Cllr Reed requested Cllr Taylor to look into whether the Biffa commercial waste collection teams had the right to join the residential waste collection strike, as had been suggested to him.

Cllr Beare queried if the road to Edenbridge was being resurfaced at the end of June as road closure signs had been erected. Cllr Taylor would confirm.

Nancy Holmes thanked Cllrs Burnett-Dick, Reed, Nathan, Smith and Colenutt for their involvement in the Jubilee which was thoroughly enjoyed by so many.

Jo Edwarde had been approached regarding a memorial tree for Anne Higgins, which she thought was a great idea. She advised the Memorial Garden was extremely full and was of the opinion the Memorial Garden required some planning to allow for future plantings. Cllr Nathan clarified that a shrub, rather than a tree, for Anne Higgins memorial had previously been discussed. He acknowledged that planting either a tree or shrub in the Memorial Garden would be problematic. There had been new discussions around planting a tree on the Croft instead. The Clerk advised she had spoken with Anne’s family, and they were delighted with the idea of a Blossom Tree. As the tree planting season had passed it would be an Autumn planting. The matter would be discussed further under Matters Arising as it was a discussion point from the previous meeting.

The Parish Council meeting commenced at 7.45pm.

1. To accept apologies for absence.

Cllrs Gunn and Sanders.

1. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

**The Chair reminded Cllrs to declare when necessary.**

1. To Approve Minutes from Parish Council meeting held on 9th May 2022.

**The minutes had been circulated and were unanimously accepted and signed as a true record.**

1. Matters Arising.

* Sign advertising the school – the Clerk advised she had spoken to the school regarding the advertisement and the sign had been removed.
* Playschool Pop Up Café – the Clerk had invited the Playschool representative to attend the next meeting. She had sent them a list of queries from the Parish Council which would be addressed at the meeting.
* Security light at the Pavilion – the Clerk reported that the sensor light had been repaired.
* The Croft and Goods Yard House (GYH) water meter readings – the Clerk reported that one of the water meters had been read within the last year and the other was due to be read. The water company would read the meters every 2 years. The Clerk advised there would be a call out fee of £35 for any additional readings within the 2 years. Cllr Horner requested both meters be read to ensure readings were not unexpectedly high thus avoiding potentially large bills. **The Clerk would request the water company to read the water meters at both locations.**
* Bench in memory of Ian Hutchinson – the Clerk advised Cllr Nathan she had spoken with Jean Hutchinson regarding placement of the bench. The bench would be placed in line with the existing benches, parallel to the drive. Final arrangements would be confirmed closer to the time.
* Appointment of Committees and Representatives to other Authorised Bodies – the Clerk advised Cllr Reed had agreed to remain on the Planning and TCPA Committees.
* Signatories and Banking Arrangements – **the Clerk would request mandate paperwork from Unity Bank.**
* Town Croft playground bark – the Clerk confirmed the bark had been ordered and she had requested the gardener to spread the bark. Cllr Nathan reported the bark had been laid.
* Tree or shrub in memory of Anne Higgins – the Clerk had spoken with Anne Higgin’s children who were delighted with the suggestion of a Blossom Tree in her memory. Cllr Horner proposed a budget of £250 for the tree, plaque, and other necessary items. The Parish Council unanimously agreed. **The Clerk would invite Anne’s family to the tree planting once a date had been agreed.**
* Defibrillator lighting– the Village Hall had said the light was working. The Clerk requested the Village Hall representative to double check the light and to report if there was an issue.

1. To consider co-option to the Council.

**Cllr Horner proposed Claire Bourne to be co-opted to the Council, seconded by Cllr Nathan, and unanimously appointed.**

**Cllr Bourne signed the acceptance of office in front of the meeting.**

1. Correspondence.

The correspondence list was reviewed by the Council.

The following were highlighted:

* Horticultural Society Jubilee tree – the Clerk advised the Society were still deciding on the type of tree they wished to plant. As the planting season had now passed, the Clerk had requested the Horticultural Society to inform her by the beginning of September, for it to be included on the Agenda for September’s meeting.
* Pedestrian gates - the Clerk advised the gate by the entrance to the playground had been repaired. The Clerk had obtained quotes for replacement gates next to the Medhursts.
* Buckhurst Estate – the Clerk was in receipt of Land Registry documents showing land that is owned by Buckhurst Estate but not registered with Land Registry. The only land relevant to the Parish Council is the school car park land which is owned by both the Parish Council and Buckhurst Estate. Buckhurst Estate own the driveway and first half of the car park, and the Parish Council own the back half going up to the Churchyard and Rectory fields. Cllr Eastwood raised concerns about footpaths crossing Buckhurst Estate land. The Clerk advised the current situation would not affect existing rights of way.

1. Finance
2. To accept the account summary 2022/23.

Cllr Horner queried Office Expenditure amount. The Clerk advised that costs for the Jubilee and Locum Clerk had been included in this amount.

The Clerk reported the lease for the flat at Goods Yard House was up for renewal at the end of the month. The Clerk and tenant had agreed to a rolling tenancy as the tenant was unsure of his future. The Clerk informed the Parish Council that a change of tenancy would incur some costs.

**Duly accepted.**

1. To approve expenditure as itemised on the schedule.

Cllr Horner queried the frequency of payment to Wealden for dog bins – the Clerk advised the payment was quarterly.

**The list had been circulated and expenditure of £8,080.87 was unanimously approved.**

1. To consider tree survey costs and instruct survey for 2022.

The Clerk had circulated the tree survey quote to the Parish Council. To comply with due diligence and insurance requirements, the trees are surveyed every 2 years. The trees that are inspected are the Beech tree, opposite the playschool and the 4 large trees on the Croft. The cost was £800 plus VAT, which was included in the budget every 2 years. The Clerk would request the surveyor to advise whether the fruit trees are dead. The Company would provide a report to the Clerk. The Clerk would forward this survey to 3 different tree surgeons requesting quotes on the exact requirements as well as removal of the fruit trees. The Parish Council approved the cost of £800 plus VAT.

Cllr Taylor left the meeting at 8.20pm.

1. To consider Upper Hartfield planting expenditure.

The Clerk reported that Central Garage had agreed a price with East Sussex County Council. Central Garage hoped the transaction would be completed by the end of June.

The Clerk reiterated that approximately 10 planters would be required to prevent parking on the verge in front of Central Garage. Each planter, together with plants, would cost approximately £50. The Clerk had negotiated with East Sussex County Council for the planters to be completed as one project with a one-off licence cost of £60. The Clerk requested approval from the Parish Council for this expenditure, which was unanimously approved. **The Clerk would apply for the licence and contact the supplier of the planters once Central Garage had completed their work on the verge. The Clerk would continue to liaise with Central Garage.**

1. Jubilee Event
2. To receive a brief report on the event.

Cllr Burnett-Dick noted it had taken a full year of planning. He reported that the Jubilee was a huge success and was very well supported. Lord and Lady De Le Warr and their family had attended the evening and were very complimentary of the event. Cllr Burnett-Dick thanked James Castle and Cllrs Reed and Nathan for all their support and hard work with organising the Jubilee. Cllr Burnett-Dick wished to recognise James Castle for all his efforts. The Clerk suggested putting James Castle forward for Wealden District Council Volunteer Awards. **The Clerk would officially write to James Castle thanking him for his outstanding work.**

Cllr Nathan thanked Cllr Colenutt for his help with car parking, Cllr Smith, and his family for all their hard work with the BBQ and Don for keeping everyone hydrated.

1. To report on the final financial position for the event if available and confirm allocation of funds.

**The Clerk would settle all outstanding bills tomorrow.**

Cllr Burnett-Dick noted the bar made a profit of just over £200.

Cllr Smith reported that approximately 250 burgers and sausages had been sold on the

night. Total sales were £929.50 with an overall profit from the BBQ approximately £544.50.

Cllr Burnett-Dick suggested the profit from the BBQ be allocated to the fun run being organised by Cllr Smith.

**The Clerk would provide a summary of income, expenditure and profit once finalised.**

1. To consider the fun run update and any associated expenditure.

Cllr Smith reported that plans were moving ahead, and the logistics would be finalised by the next meeting. The Clerk advised Cllr Smith to erect his poster advertising the event as soon as possible so the public was informed well in advance.

1. Items for Reporting or Inclusion in Future Agendas.  
     
   The Clerk requested all Councillors to familiarise themselves with the Bridge Policy (in particular London Bridge) so that they were aware of the actions to be taken. **The Clerk would distribute to all new Councillors.** The Clerk advised that another Councillor should be appointed as a contingency in the absence of the Chairman. **The Clerk would add to the agenda for the following meeting.**

The Clerk confirmed her grant application of £1,500 for eco-efficiency from the Gatwick Trust had been approved. **The Clerk would submit a formal proposal at the next meeting for the Councillors to decide on how the grant should be spent.**

Cllr Norman queried if pubs had a rule requiring them to remain as a pub when up for sale. The Clerk advised it was Asset of Community Value and both pubs had it removed recently. The Parish Council could allocate the pubs to be an Asset of Community Value. Once the pub was on the open market, this would give the Council 6 months of first refusal, but the Council could not prevent a sale or change of use.

Cllr Nathan reported he been approached by parishioners requesting the hedge by the Croft be cut. The Clerk informed Cllr Nathan the hedge would be cut, and the ash removed this week.

Cllr Burnett-Dick raised safety concerns over cars parked on the footpath near The Gallipot. The Clerk informed the Parish Council that she was arranging a SLR meeting with the Highways steward from ESCC to address all issues.

**Dates of Next Meeting:**

4th July 2022.

Meeting closed at 8.55pm.