

ALFRISTON PARISH COUNCIL

CLERK OF THE COUNCIL
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**Minutes of the Annual Meeting of the Parish Council
held on Monday 17 May 2010
in the War Memorial Hall, Alfriston, commencing at 7.30pm.**

Present: Cllr S Charlton
Cllr J Dumelow
Cllr M Hogestijn
Cllr D Monteath-Wilson
Cllr R Savage
District Cllr A Watkins

In attendance: 19 Parishioners
S Smith – Parish Clerk

Public Questions

1. Mr Lion questioned the amount of progress which had been made on his request for to changes to be made to parking arrangements and yellow lines in the Market Square. *Cllr Savage indicated his support for discretion in parking enforcement and that the issue would be an item in the forthcoming Annual Assembly.* Mr Lion advised that with effect from 1 June, the Post Office would close for 1 hour at lunchtimes, which would save £1950pa in costs. Further details will be published in Cuckmere News.
2. Mrs Ball expressed her surprise that she had not heard anything from the Postmaster following her suggestion regarding future profitability last month.
3. Mr Burden suggested that certain allotments could have been rotovated prior to reallocation, as some of the plots needed attention before being brought into cultivation. *Cllr Savage advised that it had been a monumental task to bring the allotments up top scratch and the Clerk asked anyone experiencing difficulties in this regard to make contact with him.*
4. Mrs Daw was concerned that the recent refurbishment would signal the end of APC's interest in the maintenance of the allotments. *Cllr Savage assured her that would not be the case.*
5. Mrs Salmon sought reassurance that APC would not allow the surface of Weavers Lane to deteriorate further without reference being made to ESCC. *Cllrs Charlton and Savage confirmed that APC would continue to monitor the situation and make the necessary representations to ESCC.*

The Meeting – Cllr Charlton in the Chair

In her capacity as Vice Chairman, Cllr Charlton took the Chair and welcomed all present

518.0 ELECTION OF CHAIRMAN

Cllr Charlton **proposed** Cllr Savage for the office of Chairman. Cllr Hogestijn **seconded** the proposal which was **agreed** by all Cllrs present. Cllr Savage then completed the Declaration of Acceptance of Office as Chairman and thanked members for their support.

519.0 ELECTION OF VICE CHAIRMAN

Cllr Savage **proposed** Cllr Monteath-Wilson for the office of Vice Chairman. Cllr Hogestijn **seconded** the proposal which was **agreed** by all Cllrs present. Cllr Monteath-Wilson then completed the Declaration of Acceptance of Office as Vice Chairman and thanked members for their support. Cllr Savage then thanked Cllr Charlton for her support and advice during the inaugural year of his Chairmanship.

520.0 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Byford and Ellis and from County Cllr Bennett.

521.0 REGISTER OF MEMBERS INTERESTS

The Clerk enquired of Members whether there had been a change in their interests since the last Annual Meeting. There were no changes in the interests declared.

522.0 CONFIRMATION OF PORTFOLIOS

522.1 To Confirm the allocation of Portfolios

The Chairman **proposed** that the Portfolios be allocated / reallocated as follows:

- Allotments and Recreation Ground – Cllr Byford – *No change*
- Coach and Car Parks and Public Transport – Cllr Ellis – *No change*
- Highways and Twittens – Cllr Charlton – *No change*
- Planning – Cllr Charlton – *No change*
- Rights of Way and Countryside – Cllr Dumelow – *No change*
- Strategic Planning – Cllr Monteath-Wilson – *Previously Cllr Hogestijn*
- The Tye – Cllr Hogestijn – *Previously Cllr Monteath-Wilson*
- No other Portfolio

This was **seconded** by Cllr Charlton and **agreed** by all present
Cllr Savage indicated he would also assist with the Strategic Planning Portfolio.

522.2 To Consider membership of sub-committees

The Chairman proposed that the sub-committees be re-elected as follows:

- Cricket Pavilion – To be wound up following refurbishment
- Finance – (4 members): Cllr Savage (Chairman), Cllr Monteath-Wilson (Vice Chairman), Cllr Charlton and Cllr Ellis.
- Planning – (3 members): Cllr Charlton (Chairman), Cllr Dumelow, Cllr Ellis.

This was **seconded** by Cllr Charlton and **agreed** by all present.

The Clerk reminded Members that they all remained Trustees of the Tye Charity.

523.0 APPOINTMENTS TO OUTSIDE BODIES

523.1 To Consider appointment of Members or local residents to the following bodies

The Chairman **proposed** the re-election of representatives as follows:

- Cuckmere Community Bus – Cllr Charlton
- Cuckmere Flood Forum – Cllr Hogestijn and Mr J Hurwood
- Alfriston Festival – to be carried forward
- Safer Wealden Partnership – Mr A Palmer (*subject to his continuing agreement*)
- Sussex Association of Local Councils – to be determined nearer the date of their AGM.
- Tree Warden – Mr R Bartlett
- Village Hall Committee – Cllr Monteath-Wilson
- Wealden District Association of Local Councils - any Councillor available for individual meeting dates.

This was **seconded** by Cllr Monteath-Wilson and **agreed** by all present.

524.0 Minutes

Unadopted Minutes of the Meeting held on 19 April 2010 had been circulated previously. Acceptance of the Minutes as a true record was **proposed** by Cllr Charlton, **seconded** by Cllr Monteath-Wilson and **agreed**.

525.0 REPORT FROM COUNTY COUNCILLOR

No Report

526.0 REPORT FROM DISTRICT COUNCILLOR

District Cllr Watkins noted that Norman Baker had been re-elected as the local MP in the recent General Election and now held a post as a Junior Minister in the Department of Transport. He indicated a wish to speak to Mr Lion after the meeting to discuss the future of the village Post Office. He noted the concerns voiced during Public Questions over potholes and commented that this subject was also a subject of concern in other Parishes in his Ward. The WDC AGM was due to be held on Wednesday 19 May and that he hoped to continue to be on the Planning Committee and also be elected to the Scrutiny Committee. There had recently been a review of WDC allowances and that for a District Cllr, remained unchanged at £4215pa. He concluded by advising that the number of complaints referred to the Standards Committee relating to the WDC area remained very low with just 12 in the last financial year, of which 7 were rejected, 3 are still pending, in 1 case there was found to be partial breach and 1 case was referred to the Standards Board.

527.0 CAR and COACH PARKS and PUBLIC TRANSPORT

527.1 Dene Car Park

a. Renewal of Posts

The Clerk reported that the new posts are still awaited.

527.2 Willows Car Park

a. Proposed extension and improvement to facilities

The Clerk reported that a formal response had been received from WDC indicating the proposals suggested by APC were not acceptable, on legal and economic grounds.

527.3 Any other Car and Coach Park Matter

a. The Clerk was pleased to report that following a successful interview Mr Philip Grosse had been offered the job of Part Time Weekday and Relief Car Park Attendant, which he had accepted. He will begin his duties on 1 June.

527.4 Any Public Transport matter

None.

528.0 FINANCE – The Clerk

528.1 Statement of Finances

The Clerk advised the summary of bank account balances as at 17 May 2010.

| | |
|-------------------------|--------------------------|
| Precept Deposit account | 28,604.11 |
| Current account | 6,607.53 |
| Savings Account | 5,484.27 |
| Car Park Account | <u>28,757.39</u> |
| Total | <u>£69,453.30</u> |

528.2 Invoices for Payment

The Clerk presented the following cheques for payment. Copies circulated to all Councillors.

| | |
|--|-----------|
| • Wages – M Honisett | £349.12 |
| • Wages – D Skertchly | £319.43 |
| • Wages – S Smith | £806.41 |
| • HMRC – Tax and NI | £390.17 |
| • Waste Transfer UK Limited – Allots | £1,664.08 |
| • Wealden DC – Litter Bin Emptying | £398.68 |
| • Smith of Derby Limited – Jubilee Clock | £193.88 |
| • Simon Goacher – Payroll Services | £185.83 |
| • Chairman's Allowance | £165.00 |
| • Viking Direct - Stationery | £155.59 |
| • EDF – Pavilion | £148.36 |
| • Cale Briparc – Ticket Rolls | £126.55 |

- Wealden DC – Dog Bin Emptying £112.45
 - Sussex Association of Local Councils £13.50
- Total** **£5,029.05**

A proposal to accept the Finance Report was **proposed** by Cllr Charlton, **seconded** by Cllr Dumelow and **agreed**.

528.3 Any other Finance matter

The Clerk advised that he was concerned about the increasing costs of maintenance and supply of electricity for the Jubilee Clock. He invited Cllrs and others to contact him with any suggestions they might have for reducing costs.

529.0 Planning – Cllr Charlton

529.1 To receive Minutes from the Planning Committee meetings held since last Parish Meeting

- WD/2010/0677/F: Rose Cottage, North Street BN26 5UQ – Provision of a detached double garage block with first floor studio. *No objections, recommendation that frosted glass be specified.*
- WD/2010/0706/F: Little Stow, BN26 5XS – New Dormer to West (rear) elevation, new entrance porch, extension to hall and internal alterations. *No objections.*
- WD/2010/0613/F: Alfriston United Reformed Church, High Street, and the Gun Hall, The Tye – Demolish existing single-storey extension and construct new two-storey extension with link openings (Listed Church Building). Convert to single dwelling and construct new stair extension (adjacent church hall). *No objections.*
- WD/2010/061/LB: Alfriston United Reformed Church, High Street, and the Gun Hall, The Tye – Demolish existing single-storey extension and construct new two-storey extension with link openings (Listed Church Building). Convert to single dwelling and construct new stair extension (adjacent Church hall). *No objections.*
- WD/2010/0798/F: The Gun Hall, United Reformed Church Memorial Hall, The Tye – Convert to single dwelling. Construct new stair extension. Division of site to retain Church car park. *No objections.*

529.2 Matters for consideration by Planning Committee this evening (after meeting)

- WD/2010/0828/LBR: The Old Manse, High Street, BN26 5SZ – Retrospective application for alterations undertaken by previous owners. *Unable to make observations as insufficient information provided in the plans on the alterations which date from 1970.*

529.3 Decisions notified

- WD/2010/0406/LB: 10 North Street, BN26 5UG – Installation of mains gas to property. *Granted 16/4/10*
- WD/2010/0580/LB: Candle Cottage, High Street BN26 5SZ – Kitchen refurbishment. *Granted 4/5/10*

529.4 Other Planning matters

- Introduction of Electronic format for Planning Applications from WDC – The Clerk has not received any further information from WDC to date.
- Any other matters – Cllr Charlton noted that the development at Follers Manor was the subject of a television programme aired on Channel 4 last night and requested the Clerk to write to the owners congratulating them for bringing the scheme to fruition.

530.0 ALLOTMENTS and RECREATION GROUND

In Cllr Byford's absence Cllr Hogestijn read a report received from Cllr Byford detailing the following

530.1 Allotment Clearance

On the whole this has been a success. Unfortunately a later start at the beginning of the year upset some potential plot holders who were delayed in getting a plot. However, all plots have now been cleared with the exception of a large tree root, but this is expected to be removed very soon if it has not already been done.

530.2 Allotment Allocation

All new plot holders have been informed either verbally or in writing and the allocation of all of the plots is complete. Two plot holders have not yet renewed, but their cheques are

expected very soon. A new waiting list is being compiled by the Clerk. A close eye will be kept on plots to ensure that they are being kept in a reasonable condition.

530.3 Any other Allotment matter

There will be an ongoing programme of improvements –to include the erection of a notice board which is in hand and the renewal of numbers identifying each plot clearly. Cllr Byford thanked the Chairman for his support and the Clerk for his assistance.

530.4 Licence for Clubs Using the Pavilion

The Clerk reported he has received a response from the Council's solicitors and will now liaise with the Cricket Club.

530.5 Recreation Ground – Play Area/Fencing

An inspection from ROSPA is expected sometime in June.

530.6 Any other Recreation Ground matter

On 8 May APC and the Playground sub-committee enjoyed an extremely positive meeting when it was agreed that public consultation was imperative in ensuring the village as a whole, both young and old, get the Recreation Ground they deserve. This will be an Agenda item for the Annual Assembly to be held on 25 May. Meantime it is hoped to canvass ideas via Neighbourhood Watch and flyers distributed by the newsagents.

531.0 RIGHTS OF WAY and COUNTRYSIDE – Cllr Dumelow

531.1 Winton Street Bridleway

Cllr Dumelow reported that the situation regarding access is ongoing

531.2 Any other Rights of Way matter

None

531.3 Any Countryside matter

The Clerk noted that WDC Cllr Charles Peck who represents Cuckmere Valley PC and other local Wards has been appointed Deputy Chairman of the new South Downs National Park Authority.

531.4 Any report from Tree Warden

No report.

532.0 The TYE - Cllr Monteath-Wilson

532.1 Access to AWMH and Parking

Deferred until next month.

532.2 Any other matter relating to the Tye

Cllr Monteath-Wilson advised that a letter had been received requesting consideration be given to providing residents of the Tye Road preferential parking. This has previously been considered by APC and that it was considered that an "A" Permit type scheme would be unworkable. A request had been received to allow a horse and cart to be used in connection with a Wedding at St Andrews Church to which there was no objection.

533.0 STRATEGIC PLANNING – Cllr Hogestijn

533.1 Parish Plan

To be considered at the forthcoming Annual Assembly.

533.2 United Reformed Church

Planning Applications for the Church and the Church Hall have been viewed by the Planning Committee, who had no objections. A decision is now awaited from WDC.

533.3 Any other Strategic Planning matter

None.

534.0 HIGHWAYS and TWITTENS – Cllr Charlton

534.1 Lorry Watch / Police Enforcement

This is ongoing – no further data.

534.2 Any other Highway matter

a. Cllr Charlton advised that ESCC Highways Dept have suggested that a wooden post the size of a bollard with a dome on top be erected on the grass verge near the pedestrian exit of the Willows Car Park to preserve the integrity of the verge. Following discussion, Cllrs decided they did not wish to pursue this option.

535.0 PARISH CLERK

535.1 Publication of Minutes

These will now be published in unadopted format prior to Meetings. This item will be removed from the Agenda

535.2 Notice Board refurbishment

The refurbishment is now completed. This item will now be removed from the Agenda.

535.3 Car Park Attendant vacancy

Already reported under item 527.3 above. This item will now be removed from the Agenda.

535.4 Proposed Comforts and Joys Donation

To be carried forward to next month.

535.5 Grass cutting Contract

To be carried forward to next month following Finance Committee meeting.

535.6 Prior Notification of Agenda Items for Parish Assembly

The Clerk requested notification of items as soon as possible, with questions to be tabled before 21 May.

535.7 Any Other matter

None

536.0 Reports from Outside Bodies

a. Alfriston and Cuckmere Valley Partnership – The Clerk had received a report advising that the Website Editorial Committee has appointed a designer to completely redesign the existing website and it is hoped that it will be fully functional by July / August.

b. SAFE - The Clerk read a report noting that on 13 May a meeting was held between SAFE, English Heritage and PRIAN, (Public Realm Information and Advice Network) an independent, not for profit organisation which supports individuals, professional bodies and public bodies in improving the public realm. This was meant to be held last year following SAFE contacts with English Heritage in November 2008, when shared space was discussed. Proceedings were delayed as a result of a serious illness of the English Heritage delegate. If ways and means can be found to surmount the financial constraints now affecting ESCC and English Heritage, SAFE hopes that discussions (which are to include APC) will proceed, as the principles are attractive to SAFE and are not as financially expensive as originally envisaged.

537.0 CLERK'S CORRESPONDENCE

537.1 Any Correspondence Received

Already covered in individual reports.

538.0 DATE of NEXT MEETING

The next meeting of the Council will be held on Monday 21 June 2010 at 7.30pm in the War Memorial Hall, preceded by Public Questions from 7.15pm.

The Parish Assembly Meeting will be held on Tuesday 25 May 2010 at 7.30pm in the War Memorial Hall.

Public Questions / Observations

- Mrs Brooker enquired how many years debris had been removed from the allotments and how the area would be monitored to prevent a reoccurrence. *Cllr Savage advised it was many years and that the situation will be monitored by everyone, Councillors, plot holders and villagers.*
- Ms Meek requested that the needs of residents be taken into account when the subject of parking on the Tye Road is discussed. She also requested that the signage in the area be clarified.
- Mr Phillips was concerned that members of the public could not properly hear the deliberations of Councillors as they were not using the microphones. *Cllr Savage apologised for the technical problems which had arisen following a problem with the speakers.*
- Mr Hurwood thanked the Clerk for the provision of draft Minutes prior to the Meeting.

The Chairman thanked everyone for attending.