

MINUTES

HERSTMONCEUX PARISH COUNCIL AMENITIES (AME) COMMITTEE

**Monday 26th September 2016, 7.30 p.m.
Village Information Centre**

Councillors in attendance: Malcolm Bradshaw, Mick Goodsell, Heather Kenward, Stephen Nash (Ch),

Clerk to the Council: Mrs Clare Harrison

Members of the Public: None

Minute Items

Actions

1. APOLOGIES FOR ABSENCE

Received from Cllrs :

Max von Barnholt Krag

Jenny Alder

Catherine Stirling-Reed

Jo Angear

(Ian Stewart - Ex- Officio and not needed for quorate purposes)

Apologies were accepted.

2. DECLARATIONS OF MEMBERS' INTERESTS

None

3. MEMBERS DISPENSATION REQUESTS

- i. No new dispensation requests received
- ii. Standing dispensation request for Cllr Goodsell re planning item WD/2016/1977/O, (not on this agenda).

4. OUTSTANDING ACTIONS

From AME(COM) meeting 25.07.16

Update - Street lighting inventory - list of street lights has been accessed from ESCC, night survey planned to check for the coming winter. Move to next agenda for reporting purposes.

Clerk and STL(WG)

ROSPA - Feedback to ROSPA highlighting their reporting errors has not yet been actioned.

Cllr Nash

All other actions have been undertaken.

5. PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA

This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.

There were no members of the public present.

6. **ALLOTMENTS WORKING GROUP**

i. Receive report from Allotments WG
SG report circulated. The Allotments Working Group were very sorry to announce that Co-opted member, George Taylor, has resigned.

Clerk

GT wishes to give up allotment asap. The allotment is in excellent working order and needs to be considered available for immediate access. It was proposed that access from now until December could continue under the current terms and conditions of tenancy with full renewal in January 2017 to standing allotment waiting list holders.

SN prop, MB seconded, all in favour.

Proposal to be discussed with RFO

ii. Receive any Verbal updates from Allotments WG
Unkempt plots list will be submitted from GT to RFO. It was noted that plots must be maintained even if there is no waiting list or tenancies become void. Secured black plastic non porous polythene and other methods of covering plots were discussed for vacant plots highlighting that this was a need that wasn't currently managed. Cllr Goodsell will price up for submission of ALT(WG) estimated costs for next year's budget.

Proposed by Cllr Nash, seconded by Cllr Bradshaw, all in agreement to recommend to FCL.

Report and recommendations to be submitted

It was requested by the AME(Com) that the PC newsletter included a short article about allotments in each publication to raise awareness of this community facility. **Proposed by Cllr Nash, seconded by Cllr Bradshaw, all in favour.**

Cllr Kenward

Rat control at the allotments was discussed. In the upcoming absence of GT who usually oversaw control by liaising with the rat catcher, the RFO will be asked to take this on for the interim period.

RFO

iii. To agree any recommendations for FCL attention
The council were asked by the RFO to decide their recommendation to FCL request regarding the permanent tenancy of allotments for Warren and Naylor, formerly temporarily given until 31.12.16. It was put to the table that these temporary tenancies should be allowed to become permanent but that the route into tenancy of sub-managing/letting of allotments must not happen again. **Proposed by Cllr Bradshaw, seconded by Cllr Kenward, all in favour.**

RFO to action contracts

iv. Resignation of George Taylor – Proposed letter of thanks
The Clerk is to draft a thank you letter for AME committee for approval prior to sending. The PC would like the letter to acknowledge and give formal thanks for Georges project work to help set up and implement PC managed allotment facilities, Georges time, effort and expertise as instrumental in strategically managing the land and

Clerk

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setting up and leading the good work of the Allotments Association for the last 9 years.

7. FOOTPATHS WORKING GROUP

v. Receive report from Footpaths WG
No written report received.

vi. Receive any Verbal updates from Footpaths WG
The recent site visit to the land adjacent to Collins Honda had highlighted whether a link footpath for the proposed new development needed consideration. This prompted discussions about developer responsibilities, privately owned land with no public rights or established footpaths and precedents being set by leaving gaps in fencing. It was agreed that further consideration about footpath needs was needed. Gap left deliberately in the fencing, is there a precedent? MG – bill gower registered footpaths. Onward thinking about footpath needs.

C/F to next Agenda

Reports of damaged stiles were filtering through to the parish office and are forwarded to the FTP WG lead member who reports these to ESCC.

A further newsletter article was suggested to remind all walking groups of their option to contact the clerk with issues with footpaths and stiles etc for reporting onwards. **All in agreement.**

Cllr Kenward

vii. To agree any recommendations for FCL attention
None were brought to the tables attention.

8. GROUNDS WORKING GROUP

viii. Receive report from Grounds WG
No written report was received.

ix. Receive any Verbal updates from Grounds WG
Following a meeting with Sussex Police Community Support officer, Juliet Mills, a report will be circulated. The Clerk advised that as a result of this meeting, a letter had been sent to the Bowls Club advising of the vigilance needed to ensure the Recreation Ground's safety to un-authorized vehicles.

Saturday surgery parishioner feedback had highlighted that the black mats at the play park are slippery when they are wet. Cllr Nash advised that there is limited action that can be taken for this but reassured all that regular checks are still in place to ensure mats are not worn or overgrown with grass.

Cllr Nash continue to monitor

x. To agree any recommendations for FCL attention
The AME(Com) would like to re-instate the fluorescent spraying of Dog Poo and introduce the Toxocariasis Poster of a child's infected eyesight as an additional deterrent.
Proposed by Cllr Kenward, seconded by Cllr Nash, all in favour.

Clerk to note recommendation at FCL mtg

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9. HIGHWAYS WORKING GROUP

xi. Receive report from Highways WG
Jobs report was circulated.

Inconsiderate and Dangerous Parking - Discussions included a draft of a Polite Notice to post on offending vehicles, to include awareness raising of putting others in danger and the suggestion for vehicles to be parked in the village car parks although there was some consternation about Councillors being open to abuse as a reaction to this. Fiennes road polite notice, if no change report to operation crackdown?

It was raised that whilst it is an RTA offence to park a commercial vehicle overnight on public highway, this can't be policed locally. Other issues included Parking on Pavements and Verges - the option of No Parking metal signs to be installed outside floral cottage, on the corner of Queens Rd, Buckwell Rise and Victoria Road were suggested.

CLlr Kenward will investigate associated costs

Other suggestions included changing grass verges to hard standing to create additional parking or planting verges / planters - grants are available for whole parish scheme. Ongoing Maintenance costs were discussed.

It was suggested that an important newsletter would be to highlight links to Sussex Police Operation Crackdown and Blitz. Also for links for these to be provided on the new website.

CLlr Kenward

xii. Receive any Verbal updates from Highways WG
No further updates were raised.

xiii. To agree any recommendations for FCL attention
In response to resident's concerns regarding dangers in accessing and leaving Fiennes Road, the Clerk will issue a polite letter to owners of vehicles that are causing obstructions to a clear view of the road. If this does not improve matters then the matter will be reported to Operation Crackdown.

Clerk

xiv. Finger Post updates
Copy to clerk and RFO. New budget estimates will be submitted to start a cycle of maintenance. CLlr Kenward will contact ESCC to find out if 50% funding for each parish still available.

ESFRS road safety initiative focus on stopping accidents by road sign cleaning?

CLlr Goodsell reminded others of the AME commitment Road to source costs to install a road safety mirror post for a resident.

CLlr Kenward

10. STREET LIGHTING WORKING GROUP

xv. Receive report from Street Lighting WG
The STL(WG) are due to meet this month therefore a survey of all lights will be available for the next meeting.

xvi. Receive any Verbal updates from Street Lighting WG
The STL(WG) will submit an estimates report to the FGP(Com).

xvii. To agree any recommendations for FCL attention
None at present.

11. TREES AND LANDSCAPING WORKING GROUP

xviii. Receive report from Trees and Landscaping WG
No written report received.

xix. Receive any Verbal updates from Trees and Landscaping WG
Request for TPO on a beech tree in Cowbeech at the top of Hammer Lane. The suggestion is made in response to Cowbeech resident comments and requests.

Proposed by Cllr Goodsell, seconded by Cllr Nash, approved by all on the proviso that Cllr Goodsell investigate the base of the tree to ensure worthiness of TPO. If the tree is healthy the TPO recommendation will be recommended to full council.

xx. To agree any recommendations for FCL attention
Request for TPO on a beech tree in Cowbeech at the top of Hammer Lane.

**Clerk to note
recommendation at
FCL**

12. BUDGET MATTERS

Discussions were had as summarised below:

Recreation Ground – proposal to c/f carparking budget based on school changes and to leave all figures in estimates for widening access road, enhance public carpark, rear access to school. Full details to go to FGP.

**All AME Working
Groups to submit
estimates to RFO
for FGP approval.**

Lighting – Need to keep current budget and rather than expense of replacing poles upgrade current. £6-8k for upgrades, lamp replacement is roll over budget cost. STL(WG) to submit estimates to FGP.

Cycle racks –on wish list for the village centre, located at the Brewers Arms with the Sundial as a potential alternative.

Highways – look of the village, street scene, planters, hanging baskets although this would result in necessary maintenance and potential for associated costs. Or businesses support with permissions and will they maintain own if PC cost original cost.

General – Litter Bin needed by the bus stop as there is no litter bin on the VIC side of the road.

There was a formal proposal for Cllr Kenward to put a project together to 'beautify' the village centre and a suggestion that this could be floated for parish feedback in the PC newsletter inclusion.

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Cllr Kenward will take this theme forward to the village Business meeting on 19th November.

All agreed that the Dog Poo spraying pick up campaign should run again due to its former success and need for reminder to local Dog Owners.

13. RISK AND DISASTER MANAGEMENT POLICY CONSIDERATIONS

Councillor Bradshaw sought to clarify what was being requested and outlined to the meeting the reasons for the Parish Council requiring a Disaster Register. It was to highlight and assess the impact on the Parish Council of any one event.

No potential events for noting on the Disaster Register were highlighted by the Amenities Committee.

The latest Risk Policy had been reviewed and agreed in February 2015.

Already identified current Risks were discussed and summarised below:

Allotments – it was agreed that the electric fences did not propose a risk to pets. Considerations were given to the access being through a working farm.

Footpaths- remain the responsibility of ESCC

Grounds – play area maintenance, checks ROSPA, dogs poo pick up campaigns

14. PARISH HEDGE CUTTING

i. WDC notice

A notice has been issued by WDC that can be used to raise awareness of Hedge Cutting.

15. TO RECEIVE ANY OTHER CORRESPONDENCE

i. Seasonal Prohibition of Driving Orders

Herstmonceux Parish Council wish to register their comments to this consultation.

As a PC the proposed closures were Objected to.

- It was felt that the local Parish Councils should have jurisdiction rather than WDC as to proposed permanent seasonal traffic regulation orders upon the public byways of respective villages.
- This was because the driving orders prohibitions were unworkable for the local working agricultural communities and did not consider the agricultural needs of the area and other contractors working on the land.

The Parish Council suggested that:

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- A solution to the proposal could be lockable fences with access for agricultural and other contracted workers who could carry keys to the padlock.

**Clerk to submit
comments to
consultation by
07.10.16**

- ii. Other communication of interest, received after publication of this agenda

Letter from Fiennes Rd resident as follow up to the meeting with Sussex Police. See discussions at Agenda Item 9.

The Old Post Office hedge cutting ongoing queries – The PC will need to view the property deeds and ESCC boundary lines of their footpath to the Old PO to ascertain who owns the hedge and what is the boundary definition from the path, school playground to house wall. It will need ESCC highways defined measurement of the path to establish boundary with the resident.

Clerk to research

16. ITEMS FOR REFERRAL TO NEXT MEETING

FCL – no dogs in public places discussion

There being no other business, the Chairman, Councillor Nash thanked everyone for their attendance and **closed the meeting at 21.38 pm**

Date of Next Amenities Committee Meeting: Monday 28TH November, 2016

Village Information Centre