Herstmonceux Parish Council
Amenities Committee
AME(COM)

The Parish Office, 4 The Old Forge
Gardner Street, Herstmonceux, BN27 4LG
Tel: 01323 833312

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MINUTES

HERSTMONCEUX PARISH COUNCIL AMENITIES (AME) COMMITTEE

Monday 27th March 2017, 7.30 p.m.
Village Information Centre

Councillors in attendance: Cllrs Malcolm Bradshaw, Heather Kenward, Bryan Naish, Stephen Nash (Ch), Ian Stewart - Ex Officio, Catherine Stirling-Reed,

Clerk in attendance: Clare Harrison
Members of the Public: None

Item	Minutes	Action
1. AME 17.03.01	**APOLOGIES FOR ABSENCE** Apologies were received from Cllrs: Jenny Alder, Jo Angear, Max von Barholt Krag.	**Apologies recorded**
2. AME 17.03.02	**DECLARATIONS OF MEMBERS' INTERESTS** **i** Cllr Kenward declared a pecuniary interest in agenda item 17.2; planning application **WD/2017/0395/F** ii No other, new declarations were offered although the following ongoing interests are declared although not considered prejudicial to any agenda item at this meeting: Cllr Stewart - any Village Hall matters as an elected member of the Village Hall Management Committee. Cllr Naish - any Village Hall matters as an elected member of the Village Hall Management Committee. Matters appertaining to the Bowls Club.	**DofPI's recorded**
3. AME 17.03.03	**MEMBERS DISPENSATION REQUESTS** No dispensation requests had been received by the clerk.	
4. AME 17.03.04	**OUTSTANDING ACTIONS** From AME(COM) meeting 23.01.16 There were no outstanding actions, however some items remained on-going.	
5. AME 17.03.05	**PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA** There were no members of the public present.	
6.	**ALLOTMENTS WORKING GROUP** i. Receive report from Allotments WG	

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AME 17.03.06 A report had been circulated by the RFO. Council agreed that:

a. The RFO issue a letter to Mr T Rajaram regarding his unkempt plot.
b. The applications that have been received for the taking over of an existing shed on an allotment plot from Plot 03A Mrs. S. M. Pettit and Plot 27B Mrs. A. Pearce are approved and that the applicants be informed.

ii. Receive any Verbal updates from Allotments WG
There were no further updates.

iii. To agree any recommendations for FCL attention
None.

7. **FOOTPATHS WORKING GROUP**

AME 17.03.07 iv. Receive report from Footpaths WG
A report from the Footpaths WG had been circulated. The report details actioned and pending action items. FTP(WG) continue to liaise with ESCC contact on maintenance matters.

v. Receive any Verbal updates from Footpaths WG
A date has been proposed for the meeting to discuss full use of the Footpaths Rights of Way Monitoring programme drawn up by resident, ME.

vi. To agree any recommendations for FCL attention
None.

8. **GROUNDS WORKING GROUP**

AME 17.03.08 vii. Receive report from Grounds WG
No written report had been circulated.

viii. Receive any Verbal updates from Grounds WG
A verbal update was provided regarding quotes for small, non-urgent maintenance jobs plus report of work undertaken – replacement of benches, first cut of the season.

ix. To agree any recommendations for FCL attention **Cllr Kenward and Clerk to liaise**
- Dog Mess Pick Up Campaign Posters

Use of posters, received by Cllr Kenward and shown to the Committee, was agreed for use in the Rec.

9. **HIGHWAYS WORKING GROUP**

AME 17.03.09 x. Receive report from Highways WG
A report had been circulated.

xi. Receive any Verbal updates from Highways WG
Further research into fingerpost repair is needed to bring final quote detail to next FCL for recommendation on tenders

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received. Report on full quotations, cost comparisons, available ESCC funding contribution and repair options to be presented within the report.

xii. To agree any recommendations for FCL attention

It was **PROPOSED**, subject to the report, that it be **RECOMMENDED** to FCL for Jakk to carry out the maintenance works to the named, prioritised fingerposts. The proposal was seconded and agreed by all.

Cllr Kenward to submit report for FCL

10. AME 17.03.10 **STREET LIGHTING WORKING GROUP**

xiii. Receive report from Street Lighting WG

No written report had been circulated.

xiv. Receive any Verbal updates from Street Lighting WG

The assets audit had been postponed but will be concluded asap. Recommendations would be put to the next FGP meeting (May).

Street Lighting at the roadside at North Lodge was reported to be in need of improvement. It was reported that due to No.1 lamp in Fiennes Road (installed prior to North Lodge being built) pointing away from the main road and up Fiennes Road itself, this left insufficient light being cast over the road towards North Lodge.

Council requested the Clerk issue a letter to UKPN

Clerks Letter to UKPN

xv. To agree any recommendations for FCL attention

Recommendations will be provided within the report, as minute item 9xii.

11. AME 17.03.11 **TREES AND LANDSCAPING WORKING GROUP**

xvi. Receive report from Trees and Landscaping WG

No report received.

xvii. Receive any Verbal updates from Trees and Landscaping WG

No members of the TRL(WG) were present.

xviii. To agree any recommendations for FCL attention

- Cowbeech TPO – Costs and other information

Updating of TPO list to be brought to a later AME meeting.

12. AME 17.03.12 **REVIEW OF HIRE CHARGES FOR RECREATIONAL AND LEISURE FACILITIES**

Supporting papers had been circulated by the RFO.

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It was **PROPOSED**, seconded and agreed by all that it be **RECOMMENDED** to FCL to accept the reviewed hire charges.

13. AME 17.03.13 **DOGS**

i Dog walking notices

As per minute item 8ix. In addition, that future Parish Council newsletters would continue to highlight the ongoing issue of irresponsible dog owners not clearing up after their dogs and the repercussions this could create. PC literature to offer an opportunity to debate the issue. **Cllr Kenward**

ii Provision of additional waste bin at Recreation Ground **Clerk's action**

It was **PROPOSED** and **AGREED by all** to **RECOMMEND** to FCL that an additional dog waste bin be situated at the top of the twitten leading to the Rec.

14. AME 17.03.14 **WILDFLOWER VERGES**
(c/f FROM Nov 16)

This item was deferred until ESCC had responded to the feedback for the submitted request for bulb planting areas in the parish.

15. AME 17.03.15 **CYCLE RACKS**
(c/f from Jan 17)

It was **PROPOSED, AGREED** by all **AND RECOMMENDED TO FCL** that three Sheffield bike racks be installed in the car lot in the Brewers Arms Pub.

16. AME 17.03.16 **BOWLS CLUB ADVERTISING BOARDS**
(c/f from Jan 17)

A report will be submitted at the next AME meeting.

17. AME 17.03.17 **PLANNING APPLICATIONS**

17.1 **Application No. WD/2017/0535/F**
Application Type: Full
Expiry date for comments: 4 April 2017
Grid Reference: 564692 112216
Case Officer: Mr T Balcikonis Tel: 01892 602783

Location: 10 DALES CLOSE, WINDMILL HILL, HERSTMONCEUX, NR HAILSHAM,
BN27 4TJ
Description: BRICK AND UPVC ORANGERY TO REAR ELEVATION
Applicant: Mr and Mrs Noble

Council Comments and Observations:
The application was supported.

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Materials should be in keeping with the surrounding area and main build.

17.2 **Cllr Kenward left the meeting.**

Application No. WD/2017/0395/F
Application Type: Full
Expiry date for comments: 6 April 2017
Grid Reference: 563379 112543
Case Officer: Laura Field Tel: 01892 602515

Location: MASONIC HALL, HAILSHAM ROAD, HERSTMONCEUX, BN27 4LJ
Description: CONVERSION OF EXISTING SELF-CONTAINED RETAIL AREA INTO
SINGLE DWELLING.
Applicant: Michelham Priory Masonic Lodge

It is noted that the Council were inquorate for this application. Council were therefore minded to state the following:
Council strongly object to this application.

The Parish Council have recently presented the Herstmonceux Parish Neighbourhood Plan (HPNP), Draft Pre-Submission Plan, the supporting Sustainable Appraisal and Green Spaces Report for public consultation. The HPNP objects to conversion of units in Parish retail areas.

It was also objected to on the grounds of inappropriate marketing. It was strongly felt that the landlord had not complied with lettings regulations due to the poor maintenance of the building.

It was reported that the previous tenant had vacated the building due to its state of disrepair.

Cllr Kenward re-joined the meeting.

17.3 **Application No. WD/2017/0249/F**
Application Type: Full
Expiry date for comments: 10 April 2017
Grid Reference: 564626 112259
Case Officer: Laura Field Tel: 01892 602515

Location: LITTLE MANOR, MIDDLE WAY, WINDMILL HILL, HERSTMONCEUX,
BN27 4TH

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Description: SIDE AND REAR EXTENSIONS. 3 DORMER WINDOWS AND 2 ROOF
LIGHTS
Applicant: Mr R Smith

Council Comments and Observations:
There were no objections to this application.

18. AME 17.03.18 **CRICKET CLUB**
Clerks report following research with other parishes
DEFERRED to FCL

19. AME 17.03.19 **TO RECEIVE ANY OTHER CORRESPONDENCE**

i. Parking issues in Victoria Road, Windmill Hill – letter received

Committee requested a clerk's polite parking notice / letter be issued to residents of the cottages in the verge area.

ii. Communication of interest, received after publication of this agenda

Discussed. No further action required.

iii. Feedback from Parish Co-ordinator NHW meeting

Discussions outlined. Attendees have received summary email from NHW Co-ordinator. NFA required at this time by Council.

20. AME 17.03.20 **ITEMS FOR REFERRAL TO NEXT MEETING**
Cllr Naish offered his apologies for the next AME(Com) meeting.
Fingerpost update

The meeting closed at 9.27pm

Date of Next Amenities Committee Meeting: Monday 22nd May, 2017

Village Information Centre

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