

## MINUTES

**HERSTMONCEUX PARISH COUNCIL AMENITIES (AME) COMMITTEE**  
**Monday 24<sup>th</sup> July 2017, 7.30 p.m.**  
**Village Information Centre**

Councillors in attendance - Cllrs Jenny Alder, Jo Angear, Malcolm Bradshaw, Mick Goodsell, Heather Kenward, Graham Lee, Bryan Naish, Stephen Nash (Ch), Ian Stewart, Catherine Stirling-Reed.

**Clerk in attendance:** Clare Harrison

**Members of the Public:** None

Item	Minutes	Action
1. AME17.07.01	<b>APOLOGIES FOR ABSENCE</b> No apologies had been received for the meeting. All Councillors were in attendance	<b>Update records</b>
2. AME17.07.02	<b>DECLARATIONS OF MEMBERS' INTERESTS</b> No new declarations were offered although the following ongoing interests are declared: <ul style="list-style-type: none"> <li>i. Cllr Goodsell declared his regular interests in matters of private tenders and contract works on trees / hedgerow cutting and other general maintenance issues / works needed in the parish.</li> <li>ii. Cllr Angear declared an interest in any Village Hall matters as an elected member of the Village Hall Management Committee.</li> <li>iii. Cllr Naish declared an interest in any Village Hall matters as an elected member of the Village Hall Management Committee.</li> <li>iv. Cllr Stewart declared an interest in any Village Hall matters as an elected member of the Village Hall Management Committee.</li> </ul>	<b>Declarations to be recorded</b>
3. AME17.07.03	<b>MEMBERS DISPENSATION REQUESTS</b> No new dispensation requests had been received.	
4. AME17.07.04	<b>OUTSTANDING ACTIONS AND UPDATES FROM LAST AME MINUTES, MEETING 22<sup>nd</sup> MAY 2017</b> The Clerk reported no outstanding actions, although some items were ongoing. Cllr Kenward reported the following: <ul style="list-style-type: none"> <li>• Notice Boards – there has been no response from the approached contractor so Cllr Goodsell has been asked to assess the work needed and provide a quote.</li> <li>• Works orders have been issued for the grass verge opposite the village hall.</li> <li>• Grass verges at Buckwell Rise – ownership still to be confirmed.</li> </ul>	<b>Cllr Kenward to liaise with Cllr Goodsell and Alder for ongoing actions</b>
5. AME17.07.05	<b>PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA</b>	

	No members of the public were present.	
6. AME17.07.06	<p><b>ALLOTMENTS WORKING GROUP</b></p> <p>i. Receive written or verbal report from Allotments WG It was reported that the electric fence is not working and that the padlock cannot be opened as the code has been mislaid.</p> <p>It was noted that the long grass would hinder the electric fence from working properly. Regular strimming of the area and recharging of the battery had not been taking place as frequently due to allotment personnel, seasonal work constraints. Cllr Bradshaw to flag need for strimming to Allotment Committee Chair. Cllr Goodsell recommended purchase of a solar charger, cost of £32. Research into cost and purchase of the suggested solar charger was <b>Proposed</b>, seconded and <b>Agreed</b> by all.</p> <p>Inspection of the electric fence was requested as this is sagging in places, possibly due to allotment holders using climbing over as a shortcut between polytunnels back to allotments. Cllr Goodsell asked to survey all electric fence and surrounding area maintenance / tidy needs and carry out work accordingly.</p> <p>Nash Cllr Nash to investigate the padlock issue and try other PC known codes.</p> <p>A question was raised of the Invicta quoted cost of preparation and execution of the revisionary allotment lease, £1,000. The clerk was requested to query the quoted expected 10 – 12 hours work and ask for a work breakdown before Council agreeing to continue.</p> <p>ii. Receive Allotments Administration Report (RFO) An administration and Management Report, including information on 'Other Matters', had been circulated by the RFO prior to the meeting. The following queries were raised:</p> <p>Unkempt plots continue to be reported to the RFO for any action necessary under the unkempt plot procedure.</p> <p>iii. To agree any recommendations for FCL attention None</p>	<p><b>Cllr Goodsell to confirm costs and supplier</b></p> <p><b>Cllr Goodsell survey and complete maintenance</b></p> <p><b>Cllr Nash</b></p> <p><b>Clerk to contact Invicta Law</b></p> <p><b>Allotment Committee</b></p>
7. AME17.07.07	<p><b>FOOTPATHS WORKING GROUP</b></p> <p>iv. Receive written or verbal report from Footpaths WG</p> <p>Update report / notes tabled by Cllr CSR for all. Information of works reported and carried out / repairs initiated by ESCC or contact from them to landowners was shared. Specific interest was a follow up to an earlier AME discussion that:</p> <ul style="list-style-type: none"> <li>• ESCC ROW (Rights of Way) have advised that Footpath 37 cannot be closed and that users will have to be extra careful on exit to A271.</li> </ul>	<p><b>Clerk / Cllr CSR to feedback to next</b></p>





	<p>per Councillor bin emptying rota). Gloves should be used for H&amp;S reasons. The Clerk advised that a Risk Assessment was available for bin emptying.</p> <p>Dog Poo – Current signs were discussed and it was suggested more hard-hitting signs are needed, such as the Eastbourne BC signs showing toxocarasis. Follow up research about sign availability of such signs which are hard , or the Poo – Fairy sign. It was voiced that if the situation does not improve then it may have to be considered banning dogs from the Recreation Ground.</p> <p>viii. To agree any recommendations for FCL attention None at present</p>	<p><b>Cllr Nash EBC poster photo circulation</b></p>
<p>9. AME17.07.09</p>	<p><b>HIGHWAYS WORKING GROUP</b></p> <p>ix. Receive written or verbal report from Highways WG A report had been circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>• Quickenden Trust bollards – ESCC need a street scene plan showing where the four bollards will be placed to provide a cost of the proposed installment. A covering letter as to why the bollards are needed is to be written by the Clerk. The RFO is to apply for a licence.</li> <li>• It was <b>Proposed</b>, seconded and <b>Agreed to Recommend to FCL</b> that research is undertaken into costs with the intention for the Parish Council to apply for an HM Govt Land Registry account.</li> <li>• A request has been submitted to ESCC asking for their permission to upgrade the grass dropped kerb opposite Lime Cross Nursery, to a hard standing dropped kerb. This is to promote accessibility of use of the safe crossing area for buggies, wheel chairs and mobility scooters. ESCC response is awaited. It was <b>Proposed</b>, seconded and <b>Agreed</b> to seek costings for the project (if ESCC permissions given) for FCL approval. It was suggested that Lime Cross Nursery be approached to invite their financial support.</li> <li>• It was reported that the response to the letters issued to residents in Victoria Road, politely requesting them not to park on the grass verges, had had little impact. Concerns about reduced sightlines for residents exiting their driveways were voiced. It was <b>Agreed</b> that a second letter be issued to Victoria Road residents inviting their feedback to the concerns raised. Residents are to be invited to reply and offered a deadline of six weeks from the date of issue of the letter to feedback. If none is received and the situation not improved, the Parish Council will be discussing next steps to place bollards along the verges.</li> <li>• Further points were raised about the need to consider repercussions on the parking situation should the bollards be installed.</li> <li>• It was reported that the 2017 Fingerpost review had been completed.</li> </ul> <p>x. To agree any recommendations for FCL attention Parish Council to register for HMGovt Land Registry Portal Use.</p>	<p><b>Cllrs Kenward, Alder; Clerk and RFO</b></p> <p><b>HWY(WG)</b></p> <p><b>Clerks letter</b></p>

	<p>Presentation of costings for hard standing at dropped kerb opposite Lime Cross Nursery for Proposal for FCL to approve suggested change of surface.</p>	
<p>10. AME17.07.10</p>	<p><b>STREET LIGHTING WORKING GROUP</b></p> <p>xi. Receive written or verbal report from Street Lighting WG No further correspondence had been received from ESCC Street Lighting Team / Electrical Manager regarding the request for improvement to the lamp direction for the column at the bottom of Fiennes Road.</p> <p>A meeting with ESCC Highways lighting team had been requested for September 2017, to clarify arrangements for any changes to street lighting following their review prior to setting Herstmonceux Parish Council estimates for next year's budget. Lights are being replaced across the county towns so there are natural concerns for the PC and the need to confirm that our Parish is not facing major replacement and ensuing invoice. HMPC to enquire if and where the old sodium lights are stored for our own replacement purposes.</p> <p>xii. To agree any recommendations for FCL attention None</p>	<p><b>Clerk to follow up with ESCC</b></p> <p><b>Cllr Bradshaw</b></p>
<p>11. AME17.07.11</p>	<p><b>TREES AND LANDSCAPING WORKING GROUP</b></p> <p>xiii. Receive written or verbal report from Trees and Landscaping WG Council was reminded that there was budget provision for the planting of trees within this year's budget. It was suggested that the planting of a Copper Beech tree at the Recreation Ground at the gap between the pavilion and the gate be proposed.</p> <p>It was suggested that an assessment is made on the hedge at the top of the recreation ground and reported on with recommendations, with the view to it being left to mature in height and to leave any growing trees within the hedge to make standards. This is in readiness to provide a natural screening to the Lime Cross housing development.</p> <p>It was <b>Agreed</b> that the report to be produced by Cllrs Goodsell and Nash would be used to inform any future recommendations to FCL for: Planting of a Copper Beech tree at the Recreation Ground at the gap between the pavilion and the gate. Maturing in height of the Hedge bordering the Recreation Ground and Lime Cross</p> <p>Cllr Goodsell requested an update regarding the request for a TPO on the Beech Tree in Cowbeech.</p> <p>xiv. To agree any recommendations for FCL attention None at present.</p>	<p><b>Cllr Goodsell and Cllr Nash to report back to next AME(Com) re Copper Beech and Hedge recommendations</b></p> <p><b>Clerk to speak to WDC Tree officer to confirm decision for level of protection</b></p>
<p>12. AME17.07.12</p>	<p><b>RECREATION GROUND ACCESS ROAD</b></p> <p>i Update This item was discussed at agenda item 8.</p>	

	The Works Order has been issued and work is due to begin in next few weeks. Further detail to follow.	
13. AME17.07.13	<b>TO ACCEPT REPORTS FROM THE FOLLOWING (where available):</b> Update on meeting with Sussex Police A Meeting Report from the Parish Council update meeting with Inspector Tony Wakefield had been circulated by the Clerk prior to the meeting. There were no queries raised.	
14. AME17.07.14	<b>ROAD SAFETY DISCUSSION POINTS</b> <ul style="list-style-type: none"> <li>i SLR follow up information from ESCC – responses acknowledged</li> <li>ii Community Speed Watch – It was requested that Kate Graham from ESFRS be invited to FCL to present information about Community Speed Watch. All to consider volunteer recruitment for the Parish.</li> <li>iii School communication and involvement – Unsociable parking at school drop off and pick up time has been discussed at Governors Meeting. Cllr Alder to pass on contact details for ‘Friends Of’ Chair. Clerk to issue further letter to Friends Of once contact received.</li> <li>iv Unsociable parking polite notices – a review of the notices concluded that wording did not need to be changed but that a record of issued notices should be kept to provide data if necessary for reporting to Sussex Police. New HPC proforma to be used by all.</li> <li>v Dangerous Parking and Hotspot areas – no changes to known areas that had been highlighted to WDC in response to their recent consultation.</li> <li>vi Operation crackdown for repeat offenders – Council communication to parish is to keep highlighting the need and means to report to Operation Crackdown about unsociable driving.</li> <li>vii Additional Zebra Crossing for the village – Clerk to respond to Ian Johnson, ESCC. Request idea of, if any, costs attached to assessment through High Level Sift Process.</li> <li>viii Speeding – discussion about possibilities for reduction of current limits to be c/f to next SLR meeting (October) or highlighted at visit from ESFRS Community Speed Watch representative.</li> <li>ix Double white lines at Lime Cross - discussion about double white lines for middle of road to discourage overtaking on this stretch of road to be c/f to next SLR meeting (October).</li> <li>x Parking restrictions and repercussions – ongoing discussions. To c/f to next SLR meeting (October).</li> </ul>	<p><b>Clerk to contact and invite</b></p> <p><b>Cllr Alder, Clerk</b></p> <p><b>All</b></p> <p><b>All, Cllr Kenward and Clerk – newsletter</b></p> <p><b>Clerks email</b></p> <p><b>SLR agenda</b></p> <p><b>SLR agenda</b></p> <p><b>SLR agenda</b></p>

	<p>xi North Lodge Parking – ongoing discussion and issues highlighted in new Town and Country / Monson development feedback.</p>	
<p>15. AME17.07.15</p>	<p><b>SEWAGE WORKS (Cllr SR)</b> An update letter had been received into the office from Southern Water (SW). It was reported that SW are still working with the developer on a scheme for the sewer and that it is expected the process will take a further 4-6 weeks.</p> <p>SW were offering the Council a meeting with the Project Manager. It was <b>Proposed</b>, seconded and <b>Agreed</b> that the Council take up the offer to meet with the project manager.</p>	<p><b>Clerk to liaise with SW to arrange</b></p>
<p>16. AME17.07.16</p>	<p><b>COMMUNITY FACEBOOK</b></p> <ul style="list-style-type: none"> <li>• Threads appertaining to Parish Council amenities</li> </ul> <p>It was <b>Agreed</b> that Councillors should not be drawn into dialogue over contentious issues on the Herstmonceux Community Facebook Page.</p> <p>It was <b>Agreed</b> that any responses needed to these Community Facebook threads should be kept factual and be posted by the Clerk.</p>	<p><b>Clerk</b></p>
<p>17. AME17.07.17</p>	<p><b>VILLAGE CARPARK AND LACK OF PARKING IN GENERAL</b></p> <ul style="list-style-type: none"> <li>• Correspondence received 26.06.17</li> <li>• Off Street Car Parking Order</li> </ul> <p>These items are ongoing discussions</p>	
<p>18. AME17.07.18</p>	<p><b>ANNUAL ROSPA PLAY AREA INSPECTION REPORT FINDINGS</b> See Agenda Item 8</p>	
<p>19. AME17.07.19</p>	<p><b>TO RECEIVE ANY CORRESPONDENCE</b></p> <p>i. Lead Member for Transport and Environment update – Consultation to take place</p> <p>The clerk was requested to respond to the consultation, highlighting that the A271 should be included in the consultation as was commonly used as a cut through to Bexhill Hastings and Rother as a quicker and easier route than the A22 and A259.</p>	<p><b>Clerk to submit comments to consultation</b></p>
<p>20. AME17.07.20</p>	<p><b>ITEMS FOR REFERRAL TO NEXT MEETING</b></p> <p>i Scout hut and Leisure Activity – proposal for Sub-Group formation.</p> <p><b>The meeting closed at 21.40pm.</b></p>	

Date of Next Amenities Committee Meeting: Monday 25<sup>th</sup> September 2017

Village Information Centre