

MINUTES

HERSTMONCEUX PARISH COUNCIL AMENITIES (AME) COMMITTEE
Monday 23rd July 2018, 7.30 p.m.
Village Information Centre

Councillors in attendance - Cllrs Jenny Alder, Jo Angear, 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

Number	Agenda Item	Action
1. AME18.07.01	APOLOGIES FOR ABSENCE Apologies had been received from Cllr E Goodsell All other Councillors were present.	Apologies to be recorded
2. AME18.07.02	DECLARATIONS OF MEMBERS' INTERESTS i. Cllr M 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. ii. Cllr Nash declared an interest in any Village Information Centre matters, as an elected member of the Village Information Centre Committee. iii. Cllr Naish declared an interest in any Village Hall matters, as an elected member of the Village Hall Management Committee. iv. Cllr Stewart declared an interest in any Village Hall matters, as an elected member of the Village Hall Management Committee.	Declarations of Interest to be recorded
	Declarations of Interest Specific to this Agenda: v. There were none	
3. AME18.07.03	MEMBERS' DISPENSATION REQUESTS No dispensation requests had been received.	
4. AME18.07.04	OUTSTANDING ACTIONS AND UPDATES FROM LAST AME MINUTES, MEETING 24.07.17 No outstanding matters were declared although some items are ongoing.	
5. AME18.07.05	PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA No members of the public were present.	
6. AME18.07.06	ALLOTMENTS WORKING GROUP i. Agreement of additional member of ALL(WG) Cllr E Goodsell had nominated herself to join the Allotments Working Group. The nomination was Proposed , seconded and Agreed by all. Cllr E Goodsell was declared a member of the Allotments Working Group.	Clerk to update necessary records

ii. Receive written or verbal report from Allotments WG
Cllr Nash advised all about the recent meeting between himself, the Clerk, the RFO and the Allotments Association.

iii. Receive Allotments Administration Report (RFO) including termination of tenancies
One tenancy has been resigned. Two expressions of interest have been received by the Clerk, but no applications have materialised as yet. One applicant remains on the waiting list but needing a plot in a certain area.

It has been established that a Risk Assessment is needing to be undertaken by the Allotments Association. Cllr Nash will offer his support to Association with undertaking this. Plot holders will remain responsible for any necessary risk assessing of their own plots as per their tenancy contracts with HPC. **Cllr Nash**

iv. **Agree to Authorise** RFO to review Terms of Reference between HPC and Allotments Association to present recommendations for changes to Full Council **RFO**
It was **Proposed**, seconded and **Agreed** by all that the RFO produce a draft for consideration.

v. To **Agree** any further recommendations for FCL attention
There were none.

7. **FOOTPATHS WORKING GROUP**

AME18.07.07 vi. Receive written or verbal report from Footpaths WG
Verbal updates given on reported issues, one case is awaiting East Sussex Rights of Way (ESROW) input and action.

The Footpaths Group meeting report had been circulated. It was reported that the Walks Around Herstmonceux pamphlets a needing a re-print due to their success. Funding also being applied for a new stile that is needed. Cllr Angear reminded all that replacement of footpath furniture is the land owners responsibility, plus their permission must be granted. A couple of footpaths may need clearance in which case this will be communicated to East Sussex Rights of Way.

vii. To **Agree** any recommendations for FCL attention
There were none.

8. **GROUNDS WORKING GROUP**

AME18.07.08 viii. Receive written or verbal report from Grounds WG
The damaged MUGA fencing is now repaired. The Committee were asked to note that the fencing is ageing and will need replacing in the future.

It was **Proposed**, seconded and **Agreed** by all that due to Health and Safety reasons, the Clerk use her powers to authorise the strimming of the twitten on the left-hand side. Quote to be submitted to Clerk by Cllr MGoodsell. **Cllr MGoodsell, RFO and Clerk**

Retrospective Approval will be sought at Full Council in August. It was requested that the landowner resident on the opposite side be written to by the Clerk to request a cut back to the overhanging shrubbery.

Recommend to Full Council.

ix. ROSPA inspection feedback

GRD(WG)

Minor work is necessary. Site meetings with contractors have arranged by Cllr Nash. One quote is being awaited, one site-visit still to take place. Previously used contractor not re-approached due to lack of responses to communication and their non-follow up to requested minor works. It was **Proposed**, seconded and **Agreed** by all that the AME(Com), via a GRD(WG) report, that a chosen contractor for minor necessary repair works, as highlighted by ROSPA report be **Recommended** to Full Council.

A discussion on the Skate Park ensued. After careful consideration it was **Agreed** by all that:

- refurbishment is not advised due to the equipment's age and condition. A full refit of the park should be considered and alternative materials and design should be researched. This was highlighted as being a major project needing consultation, research and planning for which Section 106 funds could potentially be used in addition to seeking external funding or fundraising.
- A committee for children's recreational facilities should be formed. The families who led the project development on the current Skate-Park should be invited to be involved. Ground Working Group were asked to formulate their initial thoughts to submit a proposal to Full Council.

x. Speed Signs for the Recreation Ground

Cllr MGoodsell

The Cricket Club who have raised concerns about people driving at excessive speed on the recreation ground. It was **Agreed** that Cllr Goodsell install speed warning signs at appropriate places.

xi. Dogs mess on the Recreation Ground

**Cllr Kenward
Clerk**

The issue was acknowledged to be in all public access areas and not just the Recreation Ground. Despite newsletter items and spraying the situation does not appear to have improved. It was **Agreed** that a further newsletter article be included in the next publication. It was **Agreed** that the content would include a Bag it or Ban warning and that similar pleas should be floated on social media, if necessary banning dogs from the football ground as a starting point. The Clerk was asked to contact the Dog warden to ascertain what evidence is needed to progress a prosecution.

xii. Bin Emptying at the Recreation Ground – further discuss and propose future arrangements

After careful consideration it was **Agreed** that a long-term plan to manage this piece of work would be to include this job within a general handyman / caretaker of the public conveniences role.

xiii. To **Agree** any further recommendations for FCL attention
There were no further recommendations.

9. **HIGHWAYS WORKING GROUP**

AME18.07.09 xiv. Receive written or verbal report from Highways WG including update on Recreation Ground roadside signage
A report from the Highways Working Group had been circulated. A report on received quotes for the refurbishment of two bus shelters had been circulated. After careful consideration, it was **Proposed to Recommend to Full Council** that the works proposed and quoted cost by Mr Batkin be approved, subject to clarification on certain items.

Cllr Kenward request clarification with Batkin. Clerk to FCL agenda.

Quicken Trust – ES Highways bollard placement plan **Proposed** for approval, seconded and **Agreed** by all.

Cllr Kenward to continue to liaise with ES officer

The bent crossing railings have been reported to Traffic and Safety as per SLR meeting action. Cllr Bentley is to be approached by the HWY(WG) if these are not replaced.

xv. Receive research information and **Agree** proposals for the missing Bench and Bus Request Stop at Coopers Croft (FGP18.06.09)
After careful consideration, it was **Proposed to Recommend to Full Council** the purchase of street bench from Phoenix for £416.69, which would match other street furniture in the parish.

Clerk to FCL agenda.

The Clerk reported that she had unsuccessfully tried again to contact the Post Office regarding a replacement post box, but that she would continue to try with this action.

Clerk

xvi. To **Agree** any further recommendations for FCL attention
All recommendations as above.

10. **STREET LIGHTING WORKING GROUP**

AME18.07.10 xvii. Receive written or verbal report from Street Lighting WG
There were no updates to report

xviii. To **Agree** any recommendations for FCL attention
There were no recommendations.

11. **TREES AND LANDSCAPING WORKING GROUP**

AME18.07.11 xix. Receive written or verbal report from Trees and Landscaping WG
It was reported by the Tree Warden that the new trees are suffering in the heat, one tree may have been lost. Co-opted members are supporting with watering the trees. The Maple may be needed replace any young trees that have perished in this dry weather.
Any further planting is to be held back due to the weather conditions.

xx. To **Agree** any recommendations for FCL attention
There were no recommendations.

12. **HERSTMONCEUX PARISH NEIGHBOURHOOD PLAN POLICY 8 -**
AME18.07.12 **RECREATION GROUND ACCESS ROAD IMPROVEMENTS**
i Any available updates
It was reported that the awaited Ecology Report had not yet been received.
It was **Agreed** that no further action could be considered until it's receipt.
13. **WDC UPDATE**
AME18.07.13 Economic Development & Waste Management Portfolio Holder Joint
Waste and Recycling Partnership - Update and Disposal Options from June
2019
The report had been circulated and was acknowledged.
14. **HERSTMONCEUX CASTLE CORRESPONDENCE** **Clerk**
AME18.07.14 i Acer Rubrum
The Clerk was asked to send a letter of thanks to Herstmonceux Castle.
ii Student involvement in sustainable development community
activities
The Clerk was asked to find out more information
15. **TO RECEIVE ANY CORRESPONDENCE**
AME18.07.15 i Cricket Club re: Dura Sport (in emailed files)
The maintenance issue was reported as being ongoing.
ii Other items received after publication of this agenda **Clerk**
A report on 20mph speed zones had been written by one of the Councillors
and circulated to all. It was requested that this be referred to the
Strengthening Local Relationships agenda.
16. **ITEMS FOR REFERRAL TO NEXT MEETING**
AME18.07.16 The Clerk was asked to contact the new Police Inspector for a meeting
date.

The meeting closed at 8.38pm

Date of Next Amenities Committee Meeting: Monday 24th September, Village Information Centre