

HERSTMONCEUX PARISH COUNCIL

Minutes of Herstmonceux Parish Council Meeting held at 7.30pm on Monday 20 April 2015 in Herstmonceux Village Hall.

Present: Councillors Mrs. J. Angear, Ms. A. Ashley, Mrs. S. Charlton, Mr. K. Game, Mr M. Goodsell, Mr. W. Gower, Mr. S. Nash, Mr B. Naish and Mrs. I. Willson; Mrs. J. McInnes, the Parish Clerk and Mr. S. Goacher, the Finance Officer, were in attendance.

Six members of the public attended.

30.2015 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Mr K. Wheatley and Mr D. Hockings; East Sussex County Councillors W. Bentley and L. Keeley.

31.2015 MINUTES

The minutes of the meeting held on 16 March 2015 had been circulated. It was **RESOLVED** to accept that the minutes be approved, adopted and signed as a correct record, proposed by Councillor K. Game and seconded by Councillor S. Nash. All Councillors in favour.

32.2015 MATTERS ARISING

Robins, Chilsham Lane, Herstmonceux - the Council has received the following information:

- The consideration of the application of Lawful Use of the site by Wealden District Council is still ongoing and no decision has been made. The application from Robins seeks to prove that the current activity has been undertaken at the site over a period of ten years.
- Pollution Control Officers from the Environmental Health Service have made a number of site visits and will begin a program of monitoring the noise and dust in the spring. Mrs C Ross, the Pollution Control Office reported to Herstmonceux Parish Council that there have been no recent complaints about the noise and dust. Complaints should be logged whenever there is a problem and sent to Mrs Ross at clare.ross@rother.gov.uk
- Any breaches which relate to planning issues have been reported to Planning Enforcement at Wealden District Council.

33.2015 DECLARATIONS OF INTEREST

Councillor Mrs. J. Angear: Elected Member to Herstmonceux Village Hall Management Committee.

Councillor Mr B. Naish: Elected Member to Herstmonceux Village Hall Management Committee.

Councillor M. Goodsell - minor maintenance work on Herstmonceux recreation grounds, Lime Cross and other sites in Herstmonceux Parish.

34.2015 DISPENSATION REQUESTS

None.

35.2015 FINANCIAL OFFICER'S REPORT

- The meeting having been presented with the Payment of Account Report and accompanying vouchers, **RESOLVED** to authorise expenditure totalling £7136.44 (copy attached), proposed by Councillor S. Charlton, seconded by Councillor K. Game. All councillors in favour.
- Bank Reconciliation - the Chairman signed the document. This will be undertaken by an Elected Member after the election.
- Revised Estimates - the Finance Officer circulated a report comparing the Actual Income and Expenditure against the Revised Estimates for 2014/15. There were no questions from councillors.
- Bus Shelter Cleaning - the contract with Extreme Clean for cleaning the bus shelter in the centre of Herstmonceux has expired as it was trialed on a temporary basis. The improvement to the bus shelter was noticeable and it was agreed to enter into a formal contact with Extreme Clean for the cleaning to continue, proposed by Councillor S. Nash, seconded by Councillor K. Game. All councillors in favour.
- Herstmonceux Gardeners Club - the club has submitted a grant for funds to complete the purchase and installation of the war memorial plaque to be erected on Herstmonceux Village Hall. The Council agreed to consider the application out of the normal grant process although the award will come out of the 2015 grant application fund. The Council approved a grant of £300 towards the total cost of £3528, proposed by Councillor J. Angear, seconded by Councillor I. Willson. All councillors in favour.

Councillor K. Game Declared an Interest as a member of the Gardeners Club.

- Pension Auto Enrollment Scheme - the scheme will be phased in with a starting date of 1.02.17. Every employer must offer a pension scheme to its employees. The Finance Officer will circulate information on different options to allow the Council to make an informed decision in time for the start of the scheme.
- Members Allowances - the current allowances will be paid up until 12.05.15. The new council will consider the allowance scheme at the Council Meeting on 18.05.15
- Inland Revenue - the Finance Officer has sent out information about the deferred employer status change which is now the Payroll Bureau. The Payroll Bureau sends information to the Inland Revenue about all employee payments prior to the payment to employees.
- Council Notice Board for the wall outside the office - two quotations have been received for a notice board 1100cms x 1100 cms, Metro Signs - £775 for an aluminum sign, Greenbarnes for a man made timber sign £1371.50. The board at Windmill Hill is a Metro Signs board which has been very good with no damp problems or warping; it was proposed by Councillor K. Game, seconded by Councillor S. Charlton to order a Metro Sign board. All councillors in favour.
- Credit Cards for Council Officers - it was agreed at the March Council Meeting that the Finance Officer would apply for credit cards for the Council Officers. However, Barclaycard supplied incorrect electronic forms and have now sent paper forms to be completed.

36.2015 CLERK'S REPORT

Correspondence

1. Woolpack Stoolball Club - informing the Council that it wishes to terminate its agreement to hire Herstmonceux Recreation Ground.
2. Tingley Associates - informing the Council that the prospective new tenants for the Old Surgery wish to renegotiate the terms again. **The Council discussed the proposed new terms and agreed that it did not wish to change the terms already agreed as the proposed tenant had already requested one change to the terms which had been agreed. The clerk will instruct Tingley Associates to re advertise the site.**
3. A. M. Skip hire details.
4. Mr Stewart - requesting financial information about the planning application for new sports facilities and a new scout hut at Lime Cross Creation Area. **Supplied.**
5. Mr Stewart - comments on the statement by a parishioner stating Herstmonceux Action Group had inaccurate information on its Facebook site. **The Council noted his comments.**
6. Mr Stewart - request for information relating to a statement by the Clerk at the Parish Meeting that the Council had received support from residents about its recent decisions. **The Council's reply was agreed by councillors.**
7. Mr Stewart - comments on responses to previous emails. **The Council's reply was agreed by councillors**
8. Mr K. Wheatley - informing the Council that due to ill health he tendered his resignation with immediate effect and he will not stand for re-election. **The Clerk has contacted Mr Wheatley thanking him for his hard work and commitment to the parish.**
9. ESCC - comments on the signage at the Horseshoe Inn, Windmill Hill. **Forwarded to the parishioner who had requested information.**
10. Ms J. Lander - expressing concern about the vehicles parked on the verge adjacent to Denefield Green. **Ms Lander has been advised that the Parish Council has applied for a licence from ESCC to erect bollards at the site to prevent parking on the verge.**
11. ESSC - details of the licence to erect posts along the verge adjacent to Denefield Green. **Councillor M. Goodsell will arrange for the posts to be installed as soon as possible.**
12. WDC - information re the elections on 7.05.15
13. Mrs Lucas - requesting information about the soil types at Lime Cross reference planning application WD/2015/0090/F. **Supplied.**
14. Mr York - informing the Council that Herstmonceux Football Club has started to clear the rubbish at Lime Cross Recreation Area.
15. Sussex Police - District Commander's message, details of the Chief Constable's meeting with SALC in May and request for local information.
16. Anneke Emery - details of meeting dates re the Public Footpath Survey. **Meeting**

arranged for 30.04.15.

17. Ms A. Lazell - report re the fundraising by Herstmonceux Cricket Club for new cricket nets.
18. Mr M. Greenfield - complaints about the verge cutting at the end of Fairfield. **The Council has contacted the contractor to arrange for the grass to be cut correctly.**
19. Miss H. Burchett - complaints about the verge cutting in West End adjacent to Chestnut Cottages. **The Council has contacted the contractor to arrange for the grass to be cut correctly.**

37.2015 REPORTS

1. Finance & General Purposes Committee:

Report from the meeting held at 7pm prior to the Council Meeting. The Clerk and the Finance Officer did not attend the meeting.

1. The appraisals of the Clerk and Finance Officer had been carried out on 8.04.15.
2. The Council considered the working hours and pay scales of the Clerk and the Finance Officer. It was agreed that the workload of both Officers had significantly increased and it was proposed that the Clerk's hours be increased from 14.85 hours per week to 20 hours per week and the Finance Officer's hours from 5 hours per week to 8 hours per week. Both Officers would receive one increment increase on the pay scales, backdated to 1.04.15.
3. The overtime sheets for both officers up to the end of March 2015 were approved.

Councillor S. Nash proposed that these changes be approved, seconded by Councillor J. Angear. All councillors in favour.

2. Planning Committee:

Minutes of the Meeting of the Planning Committee held on **Tuesday 14 April 2015** at Herstmonceux Village Hall, Hailsham Road, Herstmonceux.

Present: Councillors Mrs J. Angear (Chairman), Miss A. Ashley, Mrs S. Charlton, M. Goodsell, K. Game, W. Gower, D. Hockings, and S. Nash.

The meeting was taken by S. Goacher, RFO, as Acting Clerk.

Apologies Received: Councillor Mrs Eltringham-Willson, B. Naish, and K. Wheatley.

Declarations of Interest: Councillor J. Angear, M. Goodsell, and D. Hocking re: WD/2015/0266/O
Location: West Terrace, West End, Herstmonceux. Councillor M. Goodsell re: WD/2015/0179/F
Location: Lower Chilsham Chilsham Lane, Herstmonceux. Councillor S. Nash re: WD/2015/0458/F
Location: Bank House, Gardner Street, Herstmonceux.

PLANNING APPLICATIONS:

Councillors Mrs Angear, Goodsell and Hockings declared interests and took no part in the discussions on the following planning application. Councillor Gower took the Chair for the purpose of the discussions:

PLN.1.04.15 Application: WD/2015/0266/O

Location: West Terrace, West End, Herstmonceux.

Description: Proposal for six new dwellings and access.

Speakers:

1. Mrs. Minto: Points raised –
 - Access – the lane known as West Terrace is a private unmade track serving seven properties, vehicles of owners parked which reduces it to a single track. A pinch point exists where it is impossible for two vehicles to pass each other. Generally West Terrace does not have sufficient width to accommodate two way traffic.

- Access not suitable for large vehicles such as the Refuse lorries, delivery lorries, and emergency vehicles. Such vehicles using West Terrace would have an impact on a Grade 2 listed property and to prefab properties adjacent.
 - The proposed development would impact on the current privacy of the seven properties.
 - The proposed site is shown on WDC SHLAA as an unsuitable site for development. WDC's Local Plan states than development in this area should be resisted.
2. Mr. W. Elphick: Points raised –
- The plans showing Mr. Cornwall's access to the proposed development is incorrect.
 - Objects to any proposed upgrading of West Terrace, especially when he becomes the owner of the garages land.
3. Mr. J. O'Brien: Points raised –
- It is impossible to achieve the required 2.4metres x 43 metres and a height limit of 600mm without having an impact on the properties and garages with parking in West Terrace.
 - The first property has a wall and shrubs etc. well in excess of the 600mm high limit. As you move further along further properties have shrubs and bushes greater than the 600mm limit. Further trees and bushes plus a telegraph pole would need to be removed to achieve the 600mm height limit.
 - The highways requirements would limit what residents of West Terrace can do within their properties in order for the 600mm site lines to be achieved.
 - At one point along West Terrace the roadway narrows to less than 3.3 metres wide and would prevent refuse lorries using the road.
 - Moving further along West Terrace the track narrows even further to 2.9 metres making the access well below the 3.7 metres required.
 - There is a public footpath through West Terrace and there is no mention in the plans as to how this would be affected.
 - The requirement of street lighting would narrow the access even more.

Discussion Notes: The Applicant, Mr. Kevan Cornwall, raised the matter that Councillor Ashley had not declared an interest on the basis that she had been a vocal member of the Neighbourhood Plan Steering Group and very good friends with objectors who had sent in letters and who had signed Councillor Ashley's nomination forms to be a Parish Councillor. Councillor Gower stated that the meeting was now inquorate and, it was inconsequential if Councillor Ashley was present or not as no decisive recommendations from the Parish Council on this planning application can be submitted to Wealden District Council, only a note of points raised and comments made within an inquorate situation.

Councillor Gower stated that three members of the public wished to speak against the proposed application, these being Mrs. Minto, Mr. W. Elphick, and Mr. J. O'Brien. The three speakers were reminded that they had three minutes in which to make their representations.

The meeting discussed the application and the following points were raised:

- The access is very poor, emergency vehicle access would be problem, if residents of West End Terrace park vehicles outside their properties.
- The site appears to be very cramped for the intended development,
- The site is outside the permitted development boundary.
- The proposed cramping of the development at one end of the site could lead to requests for future development of the site.
- Any required vehicular access to the site will be very constricted.

- The site directly abuts the ANOB and, therefore, any development on such a site should strongly be resisted.
- Development in the North of Herstmonceux has always been resisted by the Parish Council because of the problems of traffic along West End.

Subsequent to the meeting the applicant Mr. Kevan Cornwall, raised the matter of the Parish Council submitting any comments to WDC as the meeting was inquorate. The Parish Council immediately requested a definitive answer as to the ability and correct procedure in such circumstances, and has followed this up with a telephone call. A response from WDC is awaited, and will be communicated to Mr. Cornwall on receipt. The matter of re discussing this planning application at Full Council or at a reconvened planning meeting to which all interested parties will be invited, is currently under discussion.

Parish Council comments to Wealden District Council: None because:

Meeting inquorate and advice on submitting points raised / comments in an inquorate situation is being sought from WDC. Possibility that a further meeting to facilitate discussion, to which the applicant and all interested parties are to be invited, is being considered. **See Note from the Clerk at the end of these minutes.**

Councillor Gower, handed the meeting back to Councillor Mrs. J. Angear, as Chairman of Herstmonceux Planning Committee. Councillor D. Hockings rejoined the discussions of the meeting.

PLN.2.04.15 Application: WD/2015/0179/F

Location: Lower Chilsham, Chilsham Lane, Herstmonceux.

Description: Proposed demolition of existing farm building and replacement with three bedroom dwelling.

Discussion Notes: A representative from the Agents, Samuel & Son, asked to speak on this application. Councillor Mrs. Angear asked clarity on the application. It was stated that the revised planning application was slightly smaller than the original application but the overall footprint of the proposed revised plans is still bigger than the existing footprint. Basically it is a demolition and rebuild proposal.

- The meeting referred to the Council's previous comments which revolved around the site being within the ANOB.
- Concern was expressed that the footprint was to be bigger than the existing.
- It would be considered very difficult to halt future development within the ANOB if this particular planning application was to be successful.

Parish Council comments to Wealden District Council: The Parish Council would not support this application on the grounds that the development is in the ANOB and in open countryside and would set a precedent for future and similar development.

Councillor M. Goodsell rejoined the discussions of the meeting.

PLN.3.04.15 Application: WD/2015/0450/LB

Location: Herstmonceux Castle.

Description: To provide secure support for the south doors, ease of opening and to repair damaged and poorly weathered sections of the doors.

Parish Council comments to Wealden District Council: The Parish Council would support this application providing the cause of the problem is identified and resolved, as per the Report attached to the application.

PLN.4.04.15 Application: WD/2015/0426/F

Location: Robin Post, Gingers Green, Herstmonceux.

Description: Proposed replacement garages and side and rear single storey extension.

Parish Council comments to Wealden District Council: The Parish Council would strongly object to this application and would refer to the Case Officer's recommendation for refusal in respect of the previous application WD/2014/2189/F, which the Parish Council support: The site is located outside any defined development boundary and within the Low Weald landscape character area, where polices of restraint apply to new development in accordance with the adopted development plan. The construction of a substantial three-bay garage building with studio over in place of the existing low profile single garage structure, by virtue of its excessive scale, bulk and massing, coupled with its siting remote from the dwelling, would result in an unduly dominant building that would not be appropriately integrated with the main house and other garage on the site. In combination with the wraparound addition proposed to the dwelling and provision of a further replacement double garage with accommodation over, the overall scale of the proposals is considered unjustified and would have an erosive effect on the spacious, rural character of the site.

PLN.5.04.15 **Application:** WD/2015/0458/F

Location: Bank House, Gardner Street, Herstmonceux.

Description: Change of use from A1 to A2.

Parish Council comments to Wealden District Council: The Parish Council support this application which continues to encourage business enterprise within the village of Herstmonceux.

PLN.6.04.15 **Application:** WD/2015/0186/MAJ

Location: Lime Cross Recreation Field.

Description: Proposed multi-use sports and recreational facility with associated parking and groundsman's shed.

The Planning Application is for information only as the Applicant is Herstmonceux Parish Council.

PLANNING DECISIONS:

Planning Consents:

PLN.7.04.15 **WD/2014/1608/O:** Dunstars Farm, Bemzells Lane, Cowbeech - permanent agricultural workers dwelling and a new access.

Planning Refusals:

PLN.8.04.15 **WD/2015/0218/O:** Garage, Cowbeech Road, Cowbeech - change of use of site to residential.

PLN.9.04.15 **WD/2015/0068/F:** Five Firs, Cinderford Lane, Hellingly - new porch and first floor alterations.

PLANNING CORRESPONDENCE:

PLN.10.04.15 Mr Cornwall - comments on his planning application WD/2015/0266/O.

PLN.11.04.15 Mr I. Stewart - noting the Parish Council comments in respect of application WD/2015/0136/MAO Lime Roughs, Herstmonceux and requesting that the Council reconsider its decision for application WD/2015/0090/MAO land at Lime Cross, Herstmonceux.

PLN.12.04.15 WDC - informing the Parish Council that discussions between WDC, ESCC and the developers about the proposed drainage scheme in respect of application

WD/2015/0090/MAO Lime Cross, Herstmonceux are continuing. It is expected that the application will be discussed at the WDC Planning Committee Meeting held on 28.05.15. The next meeting would be on 25.06.15.

- PLN.13.04.15** WDC - asking if a representative (with a nominated reserve) from Herstmonceux Parish Council would like to attend the WDC Parish Panel meetings. The Panel meets four times a year and the meetings last 2 -2.5 hours.

PLANNING – OTHER MATTERS:

- PLN.14.04.15** **WD/2014/0734/O:** Land adjacent to Higham Cottage. Councillor Game had raised that work had commenced on the above site, yet the planning permission was understood to be Outline only. The Acting Clerk contacted WDC Planning for an update on the matter and the following reply from the Planning Enforcement & Environment Department was received on 14 April 2015 "I write in connection with the concerns raised about the alleged unauthorised commencement of development on the site adjacent to Higham Cottage. I can advise that I was able to visit the site today and the only works undertaken to date involves the demolition of the garages on site. This would not constitute a commencement of the development as the demolition of garages does not require the benefit of planning permission. Accordingly the Council will not be taking any further action at this time."

PLANNING – CLOSE of MEETING:

- PLN.15.04.15** There being no other business, the Chairman, Councillor Mrs. J. Angear thanked everyone for their attendance and closed the meeting at 21.00hrs

Full Council Meeting Monday 20 April 2014

Application: WD/2015/0266/O West Terrace, West End, Herstmonceux. - Councillor M. Goodsell Declared an Interest as he owns the adjoining site - Councillor Goodsell left the room whilst the application was discussed. Councillor J. Angear Declared an Interest as a neighbour of the applicant.

- Following the Planning Committee Meeting held on 14.04.15, WDC advised Herstmonceux Parish Council that it could submit a response – but it would have to be on the basis that any comments are from a number of local parish councillors considering the planning application – due to the inquorate nature of the meeting – and the comments are not the official response of the Council.
- However, Sussex Association of Local Councils advised that the application could be considered during the regular review of the Planning Committee Minutes in its Reports section of the meeting, provided that the Council was quorate for this discussion.

In the time set aside for comments and questions, two parishioners spoke against the application and comments from a resident were read to the Council:

Mr O' Brien expressed his concern about the proposed use of West Terrace as an access road for the proposed development:

- The comments by ESCC Highways Officer, Mr Lenton suggests that sightlines and access improvement for the access road can be achieved by a number of conditions. However, the road is privately owned and the owners of the properties at the entrance do not support the application and so these proposals are unlikely to be achieved.
- The proposed access road is only 10 metres wide in places - this is not wide enough for two vehicles to pass.

Mr Elphick made the following points:

- The proposed access road is privately owned and the owners do not support the any of the changes to the road as detailed in the application.
- The owners of the road strongly object to the proposal.
- There is only a Right of Way for the applicant and not a general right of access.

Ms Minto strongly objects to the proposed application and raised concerns in her correspondence:

- Access problems with the proposed access road to the proposed development.
- Problems with the visibility available at the junction of West Terrace/West End.

- The proximity of the access road to a timber framed sixteenth century grade II listed building. Any more traffic using this track, particularly large construction vehicles, could cause irreversible damage to a heritage property.
- The proposed use of West Terrace for access to the development will not only impact on the current privacy enjoyed by the seven properties already having access to the same but it will also increase noise, interference and have an adverse effect on the security of such properties. West Terrace has no street lighting and is unsuitable for any more vehicular or foot passage.
- The impact on the site adjacent to West Terrace with potential drainage and pollution issues.
- The impact on the adjoining Area of Outstanding Natural Beauty.
- It is outside the Development Boundary.

Herstmonceux Parish Council Comments to Wealden District Council: The Council strongly objects to this application:

- The proposed site is outside the Development Boundary.
- The proposed site could impact on the adjoining Area of Outstanding Natural Beauty.
- The proposed access is narrow, only 10 metres in some places.
- The road is privately owned and the applicant only has an agricultural access and not general right of access to the site.
- The proposed access from West End, Herstmonceux has poor sightlines.
- The proposed development will have a negative impact on the existing dwellings in West Terrace.

Correspondence

1. Mr Stewart requested that the Parish Council should reconsider their comments to planning application WD/2015/0090/MAO Lime Cross in light of the Council's response to application WD/2015/0136/MAO Lime Roughs. **The Council has informed Mr Stewart that the two applications are separate applications at different sites, Wealden District Council has not informed the Council of any changes to the application documents, and so the Council will not review its decision as there are no material changes to the information.**
2. The Council was informed that Mr K. Cornwall, the applicant for WD/2015/0266/O West Terrace, West End, Herstmonceux had contacted the Finance Officer after 10.30pm following the Planning Committee Meeting on 14.04.15. The Council considered that this was unacceptable and the clerk was asked to write to Mr Cornwall and state that the Council considered telephone calls to a Council Officer late at night was unacceptable and that any discussion or questions about Council business should take place during normal office hours.

3. Ground Committee

- The new trees are growing well.
- The netting around the children's play area has been repaired.
- The access road to the recreation ground is deteriorating and will need repairing. This issue will be put on the agenda for discussion at the June Council Meeting.
- The fence at the Scout Hut needs repairing. Councillor Goodsell will meet with the Scout Leader in the near future.
- The rubbish collection from the recreation ground is now on Fridays.
- Councillor Goodsell will arrange for the removal of the broken down tree on Lime Cross Recreation Area.

4. Street Lighting

- The new contract with Laser Energy at Kent CC for street lighting was discussed - it was agreed that a flexible contract would be preferable.

5. Highways and Traffic

- A number of the potholes in Butlers Lane have been repaired but more repairs are needed.
- There is a problem with subsidence in the Under Road.
- Highway outside Pickpale, Windmill Hill - there is still water running on the road. ESCC and

South East Water have inspected the site and it appears that the problem is caused by a spring. ESCC will resolve the problem of the water running down the road before repairs are completed. In the meantime, the potholes in road caused by the running water will be patched as necessary.

- There is a leak at the end of West Terrace.

Footpaths

- No report.

7. Police Liaison and Local Action Team (LAT)

- No report.

8. Information Centre

- Nothing to report.

9. East Sussex County Councillors

- No report.

10. Wealden District Councillor

- No report.

11. Parish Tree Warden

- There is a tree in the verge near to Henners Vineyard, Church Road which is hanging over the road. The clerk was asked to write to Henners to ask if it could be trimmed back.

12. Parish Emergency Plan

- Nothing to report.

13. Wealden District Association of Local Councils

- The meeting scheduled for 15.04.15 has been cancelled.

14. Herstmonceux Village Hall

Meeting with representatives from Herstmonceux Village Hall Management Committee, Herstmonceux Parish Council and Dr Simmons on 24 March 2015

Background

- Herstmonceux Parish Council owns the site on which Herstmonceux Village Hall is built.
- Herstmonceux Village Hall has a lease with Herstmonceux PC which grants exclusive use and rights of the site, including the access road.
- Herstmonceux Health Centre shares the access road to Herstmonceux Village Hall and a new access to the Health Centre was created from the access road.
- A Pharmacy was built next to the Health Centre which shares the same access from the A271. The planning application included a new access on to the site for the Pharmacy.
- Herstmonceux Parish Council supported the development of the Health Centre and Pharmacy and made a donation of £4500 towards the widening of the access road.
- Mr Stewart, as treasurer and solicitor for the Village Hall has raised concerns about the personal liability of the trustees in connection with an easement but an easement has been granted for access to the Health Centre.
- Herstmonceux Parish Council suggests that the easement is allowed and that if the Village Hall Committee has any concerns about the lease re the access road, this is dealt with as a separate discussion with Herstmonceux Parish Council.

- Herstmonceux Parish Council has been approached by Mrs McBurney about possible changes to the lease in respect of the access road. Mrs McBurney has been asked on several occasions for a proposal but nothing has been received.

Following the meeting on 24.03.15, Herstmonceux Parish Council received a letter from Herstmonceux Village Hall Management Committee on 28.03.15 stating that the Committee is unable to finance repairs and maintenance to the access road. In addition, the letter states that if the Committee continues to have responsibility for the road, individual trustees have a potential personal liability. The Committee requests that the Council considers removing the access road from the lease and but grants full and free right of way at all times. This could be achieved by the Council agreeing to a variance of the lease.

The Parish Council has sought initial comments from its solicitor who recommends that the Council should consider the following points:

- The potential costs of taking over responsibility of the road.
- Is it practical to take over the road and not the car park.
- The Village Hall Management Committee has stated that it has financial difficulties - will this impact on the future management of the village hall?
- Should the Parish Council consult parishioners on the potential future costs of any changes to the lease to the parish?

The Council discussed the matter and raised the following points:

- More discussion is needed on a number of points and it will be impossible to reach a decision at the Council Meeting.
- More information is needed about the current insurance cover for the Village Hall, the surgery and the pharmacy in respect of the access and parking.
- Are the trustees covered by an insurance which limits their liability to insurance claims?

The Chairman closed the meeting to allow Mrs M. McBurney, the Chairman of the Village Hall Management Committee to make the following comments:

- There are currently two Trustees for the Village Hall as the third Trustee has recently resigned as she was concerned about any potential personal liability.
- The Village Hall has Public Liability Insurance to cover all activities at the Village Hall.
- It is her understanding that the Trustees are covered by an insurance limiting trustee liability.

The meeting re-opened and it was agreed that the matter would be referred to the May Council Meeting as it may be necessary to have a further meeting with the Village Hall Management Committee and to seek further legal advice on the matter.

15. Allotment

- The AGM will be held on 30.04.15

16. Herstmonceux/Varengeville Twinning Association

- Nothing to report.

17. Herstmonceux Church of England Primary School

- Nothing to report.

18. Cuckmere Bus

- The next meeting will be on 27.04.15

19. Herstmonceux Business Association

- The Business Association Report was circulated to all councillors..

38.2015 ITEMS FOR AGENDA

Chairman.....Date.....