



Proper Officer/RFO: Mrs Pauline Collins

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**Minutes of Full Council Meeting held on Tuesday 23rd July 2024  
at 7.00 pm in Fairlight Village Hall**

**Present:** Councillors – Ms I Horsley (Chair), Miss C Sharpe, Mr R Fellows-Turnbull, Ms L Cooke, Mr S Baker, Mr D Shortman, Mr D Greenup, Mr D Williams

County and District Councillors – Mr A Mier and Mr T Grohne  
Proper Officer/RFO - Mrs P Collins

**Recording of the meeting**

The meeting was filmed and audio recorded by members of the Public for their own usage.

**Prior to the commencement of this meeting**

Filming by residents commenced prior to the start of the Parish Council meeting.

A dispute/discussion between the Councillors and residents took place in respect of details around the filming of meeting.

Screens were erect to prevent the filming of specific Councillors.

Councillor Williams resigned prior to the commencement of the meeting.

The Proper Officer and Cllr Sharpe left the room to call the police.

The Chair requested a minute taker and the Proper Officer return to the room behind the screens.

## ACTION

- 117222415** **Apologies for absence** (Including resolutions to accept reason for absence by Councillors)  
**8** Apologies received from Cllr C Maynard

Cllr Sharpe was not present at this time.

- 415922415** **Chairman's Report**  
**9** The Chair welcomed members of the Public and presented their report  
(See reports below)

- 24160** **Code of Conduct and Disclosure of Interests**  
(a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda  
There were no declarations of interest

- 24161** **Public questions in respect of items on the agenda**  
Standing orders were suspended

The Public wished to raise questions on agenda items –

- 8a) Payment schedule for July 2024
- 10a) Land Management Steering Group
- 13) Parish Council Website and Facebook

Standing orders were reinstated

Questions were answered at the appropriate agenda item

- 24162** **Minutes of meeting held on Tuesday 24<sup>th</sup> June 2024**  
The minutes were distributed to Councillors prior to the meeting and made available to the Public.  
**Resolved** minutes were agreed as an accurate record and signed by the Chair.

- 24163** **Matters arising from the minutes not otherwise on the agenda**  
There were no matters arising

- 24164** **County and District Councillors reports**  
Cllrs Mier and Grohne reported on the continuation of the BIFFA waste contract and the introduction of food waste collections, Black Friars in Battle and CIL funds.

The meeting was suspended by the Chair at this point as two Police Officers arrived. Cllrs Horsley and the Proper Officer left the room with them to join Cllr Sharpe in the Paul Matt Room.

Meeting resumed at 7.40pm. Cllrs Horsley, Sharpe and Proper Officer returned. Police Officers left.

#### **24165 Financial Matters**

- (a) To consider and approve schedule of payments and receipts for July 2024

The Proper Officer replied to the public questions.

**Resolved** to approve the payments for July 2024

- (b) To consider and sign the monthly bank reconciliations.

The bank reconciliations were reviewed and signed by Cllrs Horsley and Fellow-Turnbull

#### **24166 Planning Committee**

- (a) To receive the monthly report

See report below.

- (b) To resolve the delegation to the Planning Committee – response to the RDC Local Plan Consultation – final submission document (Councillors to view/approve by email before submission)

It was noted that the submission has been sent on 19th July 2024.

#### **24167 Land Management Group**

- (a) To receive the monthly report (Cllrs Horsley and Fellows-Turnbull)

See reports below.

Cllr Fellows-Turnbull reported that the Knowle Wood volunteers required new members. He will also be meeting up with a resident to discuss the Knowle Wood twittern and access to the Wood.

Cllr Baker to continue to pursue the possible white lines for Battery Hill and a village walkabout with the Highways Steward

Cllr Horsley raised the issue of the bench being removed from the Mountain verge on Battery Hill. The owner is proposing a replacement. A suggested future proposal was for the Parish Council to support this financially.

- (b) To receive an update in respect of the CCTV power outage. (Cllr Williams)

Cllr Fellows-Turnbull to continue the work of Cllr Williams

#### **24168 Finance and Administration Committee**

- (a) To receive a monthly report (Cllr Horsley)

See reports below.

- (b) To consider monthly budget monitoring figures (Proper Officer)

The budget monitoring reports had been reviewed by the Finance and Administration Committee. Ear marked reserves will be reviewed in more detail at the next F&A meeting.

- (c) To note the appointment of the solicitor to prepare the new leases.

Gaby Hardwicke solicitors have been appointed to prepare the new leases. A meeting is to be arranged with them.

- (d) To note the decision on agenda and minutes procedures

The current procedures meet the laid down regulations and standing orders

- (e) To delegate to the F&A Committee the approval of quotations for French drain clearance on Wood Field and the installation of two new benches at the Circle and St Peters

**Resolved** to delegate the approval of the above stipulated quotations to F&A Committee

#### **24169 Drop-In Social Hub Group**

- (a) To receive an update on the Drop-In Social Hub Group

No report given

**24170 Parish Council Website and Facebook**

(a) To receive a monthly report

Details of the new and old websites were reported by Cllr Sharpe. Public questions were answered.

**24171 War Memorial Steering Group**

(a) To receive an update on the project (Mr H Luke)

The granite stones have arrived at EB Sculpture and work will commence soon. An enquiry has been received from a resident in Northill, Bedfordshire to provide information in respect of this project. Members of this Group will contact them directly. Thanks were given to the Group for their work to date.

**24172 Hastings Country Park**

(a) To receive a monthly update (Cllr Baker and Mr H Luke)

A freedom of information request has been sent to Hastings Borough Council in respect of the Bale House terms and hours etc. A response is awaited.

Anti-social behaviour continues in the car parks of the Country Park. Cllr Baker and residents are maintaining a log of incidents.

Cllr Horsley reported on the HBC 20- year stewardship plan of the Country Park and will contact HBC re the grazing schedules.

**Resolved** to submit a letter to Hastings BC in respect of this behaviour. Cllr Baker to compile the letter for approval by Councillors for onward transmission by the Proper Officer.

**24173 Fairlight Pavilion Project (Mr G Smith)**

(a) To receive an update on this project

See report below

The next meeting with the Pavilion Project representatives is book for August

Standing orders were suspended

Mr Smith requested the new solicitors name and could the Pavilion Committee's recent letter be circulated to Councillors

Standing orders were reinstated

**24174 Fairlight Pantomime Group**

(a) To consider and approve the request from the Fairlight Pantomime Group

**Resolved** to accept the request from the Fairlight Pantomime Group

**24175 Policies and Practices**

Current policies to be review are the Standing Orders and Financial Regulations.

Cllrs Baker and Fellows-Turnbull to formulate a new volunteering policy to include the adopt a bus shelter scheme and Knowle Wood volunteers.

**24176 Training/meetings attended**

Cllr Horsley report on her attendance to the RALC meeting (details below)

**24177 Correspondence**

All correspondence had been circulated to Councillors and was available to the Public where appropriate.

**24178 Information and/or Future Agenda Items**

No items requested

**24179 Date of next meeting –**

Tuesday 27<sup>th</sup> August 2024 at 7.00 pm

**24180 Confidential Items**

(a) To resolve that pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following matters. Resolved to accept this item and proceed to discuss the confidential item excluding public and press.

**Resolved** to suspend standing orders to hold the Open Forum prior to the Confidential item discussions

Standing Orders were suspended at this point for the public Open Forum to take place.

Standing Orders were reinstated and the Public left the room. Cllr Sharpe and Proper Officer returned.

b) To discuss staffing matters

Details circulated to Councillors

**24181 Close of meeting**

Meeting closed at 9.30 pm

**Open Forum**

Filming and audio recording continue during this session.

The Proper Officer and Cllr Sharpe left the room due to continued disruption from the Public. Notes were not taken by the Proper Officer.

**Signed:** \_\_\_\_\_  
Chair

**Date:**

## REPORTS FOR THE PARISH COUNCIL MEETING 23RD JULY 2024

### Agenda item 8 - Schedule of Payments for July 2024

Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
<b>DIRECT DEBITS</b>						
15/07/2024	01/07/2024	Tesco Mobile	21.99	18.33	3.66	Tesco - Mobile phone inv 134214032852
<b>PAYPAL</b>						
25/06/2024	25/06/2024	Viking Office Supplies	102.26	85.22	17.04	Stationery inv 4400287
02/07/2024	02/07/2024	Fasthosts	13.20	11.00	2.20	Web hosting inv 77258832
06/07/2024	06/07/2024	Fasthosts	10.20	8.50	1.70	Web hosting inv 77299526
<b>CHEQUES</b>						
23/07/2024	23/07/2024	Pauline Collins	****	****	****	Salary - July 2024
23/07/2024	23/07/2024	Pauline Collins	****	****	****	Mileage claim - July 2024
23/07/2024	Details below	Pauline Collins	Details below			Expenses claim - July 2024 - £38.86
"	23/06/2024	Wakehams Farm Ltd	13.79	13.79	0.00	DISH Supplies
"	24/06/2024	Wakehams Farm Ltd	7.52	7.52	0.00	DISH Supplies
"	27/06/2024	Booker - DISH supplies	10.36	10.36	0.00	DISH Supplies
"	01/07/2024	Wakehams Farm Ltd	7.19	7.19	0.00	DISH Supplies
23/07/2024	23/07/2024	HMRC	****	****	****	HMRC Tax & NI 06/07/24 - 05/08/24
23/07/2024	07/07/2024	Autela Payroll Services	75.05	62.54	12.51	Payroll services April - July inv 14023
23/07/2024	23/07/2024	Activate Fairlight Youth Centre	50.00	50.00	0.00	Use of hut by HFC for July
23/07/2024	30/06/2024	Fairlight Village Hall	105.00	105.00	0.00	Hall Hire - PC - inv 196
23/07/2024	29/06/2024	Fairlight Village Hall	152.00	152.00	0.00	Hall Hire - DISH - inv 189
23/07/2024	01/07/2024	Countrymans Contractors ltd	446.40	372.00	74.40	Grass Cutting - SI-4326
23/07/2024	24/06/2024	Rother Ass of Local Councils	37.00	37.00	0.00	RALC Subscription 2024-25 inv 2420
23/07/2024	08/07/2024	MOPPS	125.00	125.00	0.00	Share of a donation given to PC for DISH/MOPPS
23/07/2024	15/07/2024	Beverley Price	150.00	150.00	0.00	Caretaker - July 2024

INCOME	Jun-24	YTD
Precept	0.00	47,500.00
Bank Interest	524.55	830.08
Rents/leases Received	0.00	0.00
Insurance income	0.00	0.00
Contribution from other PC	0.00	0.00
Fees for use of assets (Wfield, BBQ etc)	150.00	450.00
Other	0.00	0.00
Grants & donations received	0.00	0.00
Drop In Social Hub receipts	562.00	859.00
Christmas Cracker	0.00	0.00
CIL	0.00	43,409.81
Salaries & Wages Income	0.00	0.00
Faircomm receipts	0.00	0.00
War memorial receipts	0.00	1,450.00
RDC lottery receipts	62.00	204.50
Community Loan Sch Receipts	0.00	0.00
VAT receipts from previous year	3346.95	3,346.95
<b>TOTAL INCOME</b>	<b>4645.50</b>	<b>98,050.34</b>

## **Agenda item 9 - Planning Committee**

### **Planning appeal**

#### **a) Land at Bairnsbourne, Sea Road, Fairlight - 3018**

Erection of single dwelling in the rear garden of existing dwelling Bairnsbourne. Re-submission of application RR/2022/2315/P

A written response is being compiled to be sent to the Planning Inspectorate.

### **Planning Decisions**

#### **RR/2024/721/P Mays Platt, Clinton Way, Fairlight TN35 4DL**

Change of use of the first floor above the garage from home office to C3 residential for use as short-term holiday let and ancillary accommodation to the main house (retrospective).

#### **Approved with conditions**

#### **RR/2024/783/P 35 Meadow Way, Igueldo, Fairlight TN35 4BN**

Installation of solar panels; rebuild porch; raise patio; installation of roof lights and internal fit out of residential dwelling.

#### **Approved with conditions**

### **Rother DC Draft Local Plan**

The Rother meeting in the Village Hall was well attended and useful. The PC working party is collating the information and our submission will be sent before the deadline of July 23rd.

## **Agenda item10 - Land Management Steering Group**

Cllr Horsley – Water and drainage issues

Southern Water and Pathfinder

The Proper Officer and Chair met informally with the Pathfinder team to discuss progress with lining. This will be carried out over the next few weeks and will cause some delays on our roads. Please be considerate to the workers. We asked for a further update meeting over the summer.

**Agenda item 11 - Finance and Administration Committee**

The F&A Committee met on 2nd July. As well as the usual updates on the current year’s budget and the earmarked reserves, we discussed the electricity costs for the CCTV and agreed that Cllr Williams should negotiate with ESCC on a fixed annual amount within the limits we had set.

We agreed that we needed to appoint a solicitor to draw up the leases but still had a few further points to clear up before appointing one firm, the Proper Officer will get further advice before a decision is made. It was agreed that we look at the form an annual financial report might take and to review standing orders.

**Agenda item 16 - Fairlight Pavilion Project (submitted by Mr G Smith)**

Hopefully this project can start really moving forwards soon.

Members of the Fairlight Pavilion have had discussions with the Parish Council and agreed an action plan to get the car park remodelling removed from a planning condition. This will enable us to move forwards with the build project without the hindrance of an attached planning condition. A meeting with the architects and new plans from the civil engineer will be required. This should hopefully happen very soon when the architect returns from annual leave. A relay of the existing car park will be aimed for but not to the extent of existing plans making it a planning permission condition

The Parish Council are having a lease written by their chosen solicitors. Once this is received and accepted capital funding applications can be looked into in more depth. As it is now a requirement with most major funding streams the lack of a lease has been a hold up.

We are working with the Parish Council and hopefully with Southern Water Pathfinders project involvement the main sewer run from a future joining chamber near the new build to the mains sewer looks achievable this autumn or next spring.

Once the above mentioned is all finalised, we will be launching more awareness publicity and planning community funding streams. We are now nearly in a position where it will be all gun’s blazing. But realistically the main build will be targeted for late 2025 or early 2026

We have sadly lost one of our trustees after standing down and will decide at our next meeting whether to seek a replacement trustee.

**Agenda item 17 - Fairlight Pantomime Group**

Extract from Pantomime Group Constitution to be considered

“Paragraph 7 - Disbandment:

If, at a General Meeting, following fourteen days’ previous notice, a majority of members present resolve that the Group cannot continue to function, the existing committee shall be empowered to arrange the disposal of the Group’s property (i.e., props, costumes, staging etc) at their discretion, but that any financial funds be held “ring-fenced” on a safe interest bearing account by the Parish Council to be made available to any future local Pantomime/Amateur Dramatic Group that may start, provided that its productions be for the benefit of Fairlight. If no new group is forthcoming after 20 years, the funds are to be donated to local Fairlight Groups that benefit local children up to the age of 18 years, the allocation of which is to be at the Parish Council’s discretion

The Parish Council agreed unanimously to this arrangement at its meeting of .....TBA.....”

**Agenda item 19 – Training/meetings attended**

RALC – Cllr Horsley

The Rother Association of Local Councils met on July 10<sup>th</sup> Parishes discussed what they had set in place locally to reduce their carbon footprint. This included replacing lighting with more energy efficient bulbs,



ensuring the lights in public buildings were not left on all night and other actions suggested by Energise Sussex

James Kelly of ESCC Highways gave a brief presentation, the highways stewards are being reorganised and we will get information soon.

I asked about the reinstatement of roads around the Market Garden Site, they still have the photos taken before work commenced.

CIL was discussed, there is the potential for Rother to match fund CIL projects that benefit the wider local community.

Rother is currently discussing whether CIL money generated rurally should be kept separate from CIL money generated in Bexhill, with some cross over for rother wide schemes.