

FAIRLIGHT PARISH COUNCIL

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Minutes of Full Council Meeting held on Tuesday 25th July 2023 at Fairlight Village Hall at 7.00 pm

Present: Councillors –Ms I Horsley (Chair), Miss C Sharpe, Mr D Greenup, Ms L Cooke, Mr R Fellows-Turnbull, Mr G Smith

County and District Councillors –Mr C Maynard and Mr A Mier,
Proper Officer/RFO - Mrs P Collins

ACTION

23151 Apologies for absence (Including resolutions to accept reason for absence by Councillors)

Apologies received from Cllr A Hohenkerk, Cllr T Grohne

Resolved to accept the reasons for absence

23152 Chairman's Report

The Chair welcomed members of the Public and presented their report

23153 Code of Conduct and Disclosure of Interests

(a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda

No disclosures of interest were declared.

23154 Public questions in respect of items on the agenda

The Public requested to raise questions on agenda items – 8, 19 and 26

Questions to be dealt with at the appropriate time on the agenda

23155 Minutes of meeting held on Tuesday 27th June 2023

The minutes were distributed to Councillors prior to the meeting and made available to the Public at the meeting.

Amendments requested –

23126 – month of meeting to be changed from April to May

23133 – should the details of public questions asked during the meeting be recorded on the minutes? Councillors discussed this and thought this to be inappropriate and the minutes should be kept short and record resolutions made.

Resolved to accept the minutes and the amended version will be circulated and signed by the Chair. (Votes - 5 For and 1 Against (LC))

23156 Matters arising from the minutes not otherwise on the agenda

None

23157 County and District Councillors reports

Cllr Mier reported in respect of the Icklesham Land Trust project, RDC and the homeless and the Southern Water Pathfinder meeting.

Cllr Maynard reported on the new Highways contract progress.

Councillors raised the new Flexibus scheme and the limitations to Fairlight. Cllr Maynard will investigate concerns and report back.

23158 Financial Matters

Standing orders were suspended for a resident to ask questions in respect of the current year's budget, expenditure and income. Parish Councillors responded where appropriate. Standing orders were reinstated.

(a) To consider and approve schedule of payments and receipts for July2023

Resolved to approve the payments for July2023.

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

Resolved to note and sign the bank reconciliations as correct.

(c) To consider monthly budget monitoring figures.

The budget monitoring figures were circulated to Councillors prior to this meeting.

Current expenditure was as predicted. A request to change a budget heading from WUF to DISH was noted.

(d) To consider/approve the cancellation of the Zoom monthly subscription

Resolved to cease the Zoom subscription.

(e) To note the additional expenditure of £50 to provide East Sussex Police with a CCTV download.

Resolved to approve the additional expenditure for CCTV download

23159 Appointment of additional/replacement members to Committees, Working Groups and Roles

Appointments were made as follows:

(a) Drop-in Social Hub Group Independent Councillor

Cllr Cooke

(b) Finance and Administration Committee

Cllrs Sharpe and Fellows-Turnbull

(c) Planning Committee

Cllr Sharpe

(d) Community Hub Committee

To be decided at a future Community Hub Committee

(e) Footpaths/Rights of Way Officer

Cllr Fellows-Turnbull

23160 Planning Committee

(a) To receive the monthly report

Details of the planning applications, decisions and comments from the Planning Committee meetings were reported (see below).

23161 Land Management Group

(a) To receive the monthly report

(See reports below)

Cllrs Fellows-Turnbull and Smith have discussed issues re trees with residents.

Cllr Fellows-Turnbull is undertaking tree warden training

Cllr Horsley reported due to low rainfall there had been no water issues

(b)To receive an update on the Southern Water Pathfinder Project (Cllr Horsley)
Southern Water will be sending out letters during August and holding update meetings for residents at the Village Hall, at DISH and sending out emails via the FRA scheme. Residents are asked to think about homes further down the drainage system such as Pett and Winchelsea who could and have been flooded out when considering whether to have a water butt or not.

(c)To consider/approve the request from Activate Youth Centre to utilise the walking football equipment.

Cllr Smith declared his interest in the Youth Club

Resolved to pass the walking football equipment to Activate YC

23162 Community Hub Committee (Faircomm.)

(a)To receive the monthly report

Cllr Smith has been elected as Chair and Mr M Usher as Vice Chair. Cllr Smith thanked Mr S Stewart for all his hard work on the Committee in the past.

Further detail can be found below under reports.

23163 Finance and Administration Committee

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

No meeting of this Committee was held this month.

23164 Drop-In Social Hub Group

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

Report below.

A new booking from Health Watch Listening Tour is planned for Monday 25th September.

Cllr Greenup wished to re-iterate that the £2000 in the current budget is mainly for hire of the Village Hall and other food and equipment is paid for from donations and grants received.

23165 Parish Council Website and Facebook

(a)To receive a monthly report

Both website and Facebook pages continue to be updated.

23166 War Memorial Steering Group

(a)To receive an update on the project (Haydon Luke)

It was noted that the Chair of this group had confirmed in writing that he was satisfied that as this is a Parish Council steering group that all correspondence and financial accounting should be dealt with by the Proper Officer. Also, that it was not necessary to hold the current funds in a separate bank account from the Parish Council as this is a Parish Council project. This correspondence had been circulated to Councillors.

23167 Hastings Country Park

(a)To receive a monthly update (Haydon Luke)

Mr Luke was not at the meeting to report.

23168 Grants and Donations 2023/24- Additional Application

(a)To consider the grant application from Fairlight Residents Association.

The Grant Panel members met prior to the Parish Council meeting to discuss this application. The Panel recommended a donation rather than a grant payment due to the late application and the requirements of the grant application criteria.

Resolved to make a donation to the Fairlight Residents Association for £685

23169 Five-year plan 2025-29

Standing orders were suspended for a resident to ask questions in respect of future costs and proposals. Cllr Horsley responded - any proposals for the next five years will be evaluated and costed.

Standing orders were reinstated.

The proposed short survey had been circulated to Councillors. Volunteers will be sourced to deliver house to house within Fairlight. Results will be collated and discussed at a future meeting.

23170 Article 4 Householders leaflet

(a) To discuss/propose amendments to RDC Article 4 Householders leaflet

Amendments to the draft document were discussed.

Resolved not to amend the current draft and request RDC to print as soon as possible for distribution with the Village Survey.

23171 RDC - Invitation to Consult on Changes to Our Housing Allocations Policy

(a) To discuss and respond if required

Cllr Horsley clarified what this policy contained and discussions were held.

Resolved not to respond to this consultation.

23172 Training/meetings attended

- **RALC meeting – 12th July 2023**

See report below

23173 Correspondence

All correspondence had been circulated to Councillors and was available to the Public where appropriate. None required further action.

23174 Information and/or Future Agenda Items

Future Agenda Items

- Emergency Plan meeting – Cllrs Fellows-Turnbull, Sharpe and Proper Officer
- Goal Post on Wood Field – Land Management to discuss

23175 Date of next meeting –

The next meeting is due to be held on Tuesday 22nd August 2023 at 7.00pm.

Resolved to cancel the meeting in August. Also, to delegate payments approval and signing of cheques for August to the Chair and Vice Chair. Details will be reported to the September meeting.

Date of next meeting – Tuesday 26th September 2023 at 7.00 pm

Standing orders were suspended for the Open Forum to take place

Open Forum

Residents and Councillors discussed:

Recording of resident's question in the minutes

Market Garden Development

DISH – FRA Chair to attend regularly, Parish Councillors surgery

Standing orders were reinstated

23176 Confidential Items

Standing orders were suspended prior to the public leaving for the confidential items

A resident requested details of why this item was considered confidential.
Cllr Horsley responded - after taking advice from ESALC this item was both legally and under the Freedom of Information Act not to be discussed openly in the public domain.

Standing orders were reinstated

(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

(b) To discussed/agreed - The Parish Council procedure in respect of the Proper Officer's timesheet.

The current arrangement was discussed.

Resolved the Proper Officer's timesheet will be reviewed and approved on a monthly basis by the Chair solely.

23177 Close of meeting

Meeting closed at 9.30pm

Signed: _____ **Date:** 26th September 2023
Chair

REPORTS FOR PARISH COUNCIL MEETING
REPORTS FOR PARISH COUNCIL MEETING –25TH JULY 2023

Agenda item 8(a) Schedule of Payments – July 2023

Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
DIRECT DEBITS						
01/07/2023	01/07/2023	Tesco Mobile	21.99	18.33	3.66	Tesco - Mobile phone inv 134178311500
PAYPAL						
02/07/2023	02/07/2023	Fasthosts	13.20	11.00	2.20	Web hosting inv 72901357
06/07/2023	06/07/2023	Fasthosts	6.94	5.78	1.16	Web hosting inv 72942251
02/07/2023	02/07/2023	Zoom	15.59	12.99	2.60	Zoom meetings INV208967065
CHEQUES						
25/07/2023	25/07/2023	Pauline Collins	****	*****	*****	Salary - July 2023
25/07/2023	25/07/2023	Pauline Collins	*****	*****	*****	Mileage - July 2023
25/07/2023		Pauline Collins				Expenses - £37.74
	24/06/2023		15.78	15.78	0.00	Booker - DISH supplies
	08/07/2023		7.15	7.15	0.00	Aldi - DISH supplies
	15/07/2023		4.10	4.10	0.00	Lidl - DISH supplies
	15/07/2023		10.71	10.71	0.00	Booker - DISH supplies
25/07/2023	30/06/2023	Tennyson Suite	931.20	776.00	155.20	Site visit and information inv INV-5402
25/07/2023	04/07/2023	Fairlight Village Hall	54.00	54.00	0.00	PC Hall Hire - June 2023
25/07/2023	03/07/2023	Fairlight Village Hall	128.00	128.00	0.00	DISH Hall Hire - June 2023
25/07/2023	02/07/2023	Autela Payroll Services	54.58	45.48	9.10	Payroll services inv 11567
25/07/2023	23/06/2023	Ashdown Site Investigation Ltd	945.00	787.50	157.50	Ground Investigations 2nd inv INV - SI-133881
25/07/2023	29/06/2023	Countrymans Contractors Ltd	438.00	365.00	73.00	Grass cutting inv SI-3912
25/07/2023	17/07/2023	South East Landbased Training LLP	184.80	154.00	30.80	Basic tree survey training inv SELTC880
25/07/2023	25/07/2023	Activate Fairlight Youth Centre	50.00	50.00	0.00	Use of hut by HFC for July 2023

Agenda item 9 - Appointment of additional/replacement members to Committees, Working Groups and Roles

Due to the resignation of Cllr Martin, vacancies have arisen on Committees and in roles. In addition, it has been noted that due to the small number of Councillors on each Committee that a quorum would not always be possible due to one or more Councillor's absence from a meeting. This would result in the meeting being cancelled.

Agenda item 10 - Planning Committee

RR/2023/1139/P 1 Broadlands, Clinton Way, Fairlight TN35 4DL

Demolition of existing single storey dwelling and replacement with a two-storey dwelling and associated works.

Discussed at the Planning Committee meeting prior to this meeting.

Agenda item 11(a) – Land Management Steering Group – Monthly Reports

- Cllr Smith

Wood Field

I have removed the loose and falling fencing above the wall in the swing park. The fencing was breaking up and falling into the swing area. This was our fencing on the playground side. There is still panelling on the other side put up by a resident of the neighbouring property.

The usage of the field and swing park will greatly increase now the school holidays are with us. For this reason, I will inspect the both field and swing park regularly. I have also moved two of the picnic benches back to their rightful place since being moved during the Fairfest event.

The only ongoing problem is people using the waste bins to deposit dog waste even though they have signs on them and two are next to dog bins. I suggest a blunt message regarding this should go out on the next newsletter.

I am also investigating a possible shed on the old garage hardstanding for split use between Activate, Fairfest and FPC, hopefully this will be an agenda item next month.

Knowle Woods

Sue Clarke and team are still working wonders in the woods. Anyone walking around the woods cannot fail to see the improvements. The group are now hoping to make some natural seating using the solid fallen wood.

Village Assets

I would like to have control of the village assets. Hardly anything has been addressed for two or three years. The bus stops are in need of refurbishment and most benches require attention, re-staining, repairs or replacement. There is money in EMR to address this along with a budgeted amount in this year's precept. I am in the process of preparing an in-depth report for works required to bring these back to a reasonable standard.

Highways

I haven't dealt with any direct complaints regarding highways this month.

I have had a meeting onsite with the Highways Steward to discuss flooding issues in Peter James Lane caused by blocked ditches. These were addressed within a fortnight. Anyone now using Peter James Lane and Rosemary Lane will notice that ditch clearing has taken place. Let's hope this relieves some problems.

Agenda item 12 - Community Hub Committee (Faircomm.) (Cllr Smith)

With great sadness I report that Steve Stewart has stepped down from position of Chair from the group. Our thanks to Steve for all the hard work, unbiased guidance, and the leadership over the last few years he has given to the group.

At our last meeting on 13th July this Committee now stands with six members as follows:

Parish Council representatives - Cllr Smith (Committee Chair), Cllr Horsley, Cllr Cooke and the Proper Officer.

Members of the Public (co-opted members) - Mr Martin Usher (Committee Vice Chair), Mrs Wendy Hatch (Activate) and Mr Derek Lawrence (Fairlight Bowls Club). This was the suggested number during the early stages of the project.

Pump House, the architects have been chased to address a small delay with the structural engineers regarding tree information required, which has now been sent. Hopefully, very soon we will have the finished plans.

Deliberations have commenced regarding the best method to use to finance the build and the next steps.

Although it has taken a long time to get to this stage not helped by Covid and lockdowns. It is fair to say there are so much more red tape and hurdles than of years ago to get to the stage we are at now. Again, a big thank you to Steve Stewart who has led the project through this process.

A great deal of hard work is still to come once plans are in our hands. The tender process and funding will take a great deal of time and commitment, but it is conceivable that the whole build process will be achieved

in stages. Such as, the foul sewer run from site to Meadow Way, the overflow car park and the main build with access improvements.

It is a year since planning permission was granted, so it must be started within the next two years.

Discussions will take place next month as to the best way forward for this project and the Committee will report back on their finding to the next full Parish Council meeting.

Agenda item 19 - Five-year plan 2025-29

It is proposed to carry out another household survey. This would involve delivering to every household in the parish. This is not seen as a problem, as it can be done at the same time as the Article 4 leaflets are distributed and the Parish Council can ask for volunteers to deliver to one or two roads.

The survey would be aimed at trying to find out what residents would like to see happening in the village, both by the Parish Council and other groups.

The survey results would then form the basis of the next 5 year plan This plan will be adopted by the Parish Council and will determine which areas need action in a timely manner.

It is envisaged that the survey questions would be short and invoking comments rather than asking specific questions. It could also contain questions about how residents find out about events and information etc.

Agenda item 22 - Training/meetings attended

- RALC meeting – 12th July 2023

The meeting discussed the pot hole situation. There is hope that Balfour Beatty's contract will prove to be stronger than the previous one and that more repairs will be done only once.

Quiet lanes were discussed. This is an initiative to try to get signage along lanes that are used by pedestrians, horse riders and cyclists to remind motorists to slow down. At present most of these roads have the national speed limit. RALC will take this up with county.

It was again emphasised how to report suspicious events to the police. (Our PCSO is often at DISH and happy to talk to anyone).

The Dogs and Open Spaces initiative from Rother DC was raised.

Issues with the flexible areas - for those living on the edge of two areas was discussed.