



www.fairlightparishcouncil.org.uk

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Minutes of Full Council Meeting held on Tuesday 28th November 2023 at Fairlight Village Hall at 7.00 pm

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

County and District Councillors – Mr A Mier and Mr C Maynard

Proper Officer/RFO - Mrs P Collins

ACTION

2117 Apologies for absence (Including resolutions to accept reason for absence by **2223** Councillors)

228 Apologies received from Cllrs - Mr T Grohne
Resolved to accept the reasons for absence

2300 Chairman's Report

0223 The Chair welcomed members of the Public and presented their report on the **229** resignation of Cllr Hohenkerk, public question and open forum.

2323 Code of Conduct and Disclosure of Interests

0 (a) To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda
There were no declarations of interest

2323 Public questions in respect of items on the agenda

1 Standing orders were suspended

The Public requested to raise questions on agenda items –
Item 10 - Safer Fairlight event
Item 14 – Website and Facebook – Finance & Admin Committee minutes

Questions were responded to by Councillors

Standing orders were reinstated

ACTION

2323 Minutes of meeting held on Tuesday 24th October 2023

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

2323 Matters arising from the minutes not otherwise on the agenda

3 Cllr Greenup apologised in respect of his comment about the household survey and the mention of the precept. Cllr Sharp reported that the survey results are still being collated but two responses have mentioned to precept to date.
Cllr Horsley promoted the Safer Fairlight event to be held on 16th January 2024.
Cllr Smith reported two Highways incidents – one on Waites Lane near The Cove and on Shepherds Way near Shepherds Court. These have both been reported and are being monitored.

2323 County and District Councillors reports

4 Cllr Mier reported on the winter closure of Pett Level public toilets, the collapse of part of Warren Road and the AONB Joint Advisory Board.
Cllr Maynard reported on potholes and difficulties in respect of lack of foster carers. Councillors raised Highways issues with Cllr Maynard who will continue to monitor them.

2323 Financial Matters

5

(a) To consider and approve schedule of payments and receipts for November 2023

Resolved to approve the payments for November 2023.

(b) To delegate approval of payments for December 2023 (no meeting) to Chair and Vice Chair.

IH/CS

Resolved to delegate approval to Chair and Vice Chair

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

Resolved to note and sign the bank reconciliations as correct.

(d) To consider monthly budget monitoring figures.

The budget monitoring figures were circulated to Councillors prior to this meeting.
Current expenditure was as predicted.

(e) To agree the launch of the Parish Council grants scheme for 2024/25 (Jan 2024) **PO**

Resolved to agree to the launch

(f) To launch the Christmas lights/decorations competition, agree judges and approve **PO**

the prize money of £50 and £25 (charitable donations).

CS/DW

Resolved to agree to the launch. Judges – Cllrs Sharpe and Williams

2323 Planning Committee

6

(a) To receive the monthly report

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

Resolved to pay for hall hire for one meeting of the Village People group to enable this group to hold a public meeting.

ACTION

2323 Land Management Group

7

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

- Cllr Smith – Wood Field and Highways
- Cllr Horsley – Water and drainage issues including SW Pathfinder project.

Please see reports below

(b) To consider and resolve the use of Wood Field by the Royal Hastings Cricket Club
The Land Management Group had discussed this item and members of the Public had raised their concerns. It was therefore recommended not to allow the use of Wood Field for cricket at the current time. The resolution voted upon was not to permit the usage of Wood Field for cricket at the present time. It was noted that if appropriate safety measures could be introduced in the future this matter would be reconsidered

PO

Resolved to not allow the use of Wood Field by the Royal Hastings Cricket Club for cricket. Votes: Yes – LC, GS, IH, RFT Abstained – DW, DG, CS

(c) To consider and approve the continued use of Wood Field by Hastings Athletic FC (- period of use and fees to be approved.)

Resolved to extend the continued usage of Wood Field by Hastings Athletic FC by another three years at current rates. Activate YC to be consulted on this extension.

PO

(d) To consider/ accept the tree survey on Knowle Wood and to approve a planning application and quotations for work to be sought.

Resolved to accept the tree survey, for quotations for work to be sought and planning permission to be applied for. Also, to delegate the decision on any quotations to the F&A Committee if received in time for their January meeting.

PO

(e) To consider and approve the quotation from Wicksteed to supply and install new toddler swings and replace appropriate tile base.

This item was deferred from the October meeting to enable information to be checked. The current swings were inspected as part of the annual playground inspection in January 2023 and were recommended to be replaced within 12 months due to corrosion to the frame. The Proper Officer has spoken to Wicksteed who will honour a previous quotation

(f) To consider and approve the quotation from Wicksteed to supply and install new slide and replace appropriate tile base. (Note- correspondence from residents)

The slide is currently not safe for use due to corrosion to steps and platform cage. Due to the age of the slide (possibly 40 years old) this corrosion will continue. The slide has been made safe by preventing access to the steps with a scaffold board. Correspondence had been received in respect of the slide and overlooking issues. Consideration was given to reversing the direction of the slide. However, there is limited space between items of equipment and the lay of the land may not be appropriate.

A resolution to replace both the toddler swings, slide and surrounding tiles for both items was voted on together.

Resolved to replace both the toddler swings, slide and surrounding tiles for both items

PO

Resolved the funds for this project are to be utilised from earmarked reserves.

PO

ACTION

2323 Finance and Administration Committee

8

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

2323 Policies and Practices

9 To discuss and adopt the revised policies

- (a) Co-option Policy (initial draft)
Deferred to the F&A Committee for review

F&A

2324 Drop-In Social Hub Group

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

Cllr Sharpe updated the meeting on current and future events/attendees to DISH. Christmas Cracker is proposed on Monday 25th December and ticket sales have begun.
No additional funding for the Christmas Cracker event is required.

2324 Parish Council Website and Facebook

1

- (a) To receive a monthly report
Both website and Facebook pages continue to be updated. Cllr Sharpe is currently working on improving the website in respect of updating the accessibility and visual aspects.

2324 War Memorial Steering Group

2

- (a) To receive an update on the project (Haydon Luke)
All permissions have now been received. Fundraising is continuing. Approval is sought to pay the 50% deposit.
Resolved the 50% deposit can be paid. The Proper Officer will request an invoice from EB

PO

2324 Fairlight Pavilion Project (Cllr Smith)

3 (a) To receive an update on this project

See report below. Applications for charity status are proving slow. The Constitution and other documents are required to be prepared by the new charity/organisation.

2324 Hastings Country Park

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

HBC have received funding from Aviva and donations to provide children's leaflets. HBC has also received agreement for a ten-year stewardship of the Country Park. This will involve a wildflower meadow, more rewilding and less crops, and grazing of animals in no-fence controlled zones.

2324 Budget 2024/25

5 (a) To discuss/consider draft budget 2024/25

The Proper Officer had circulated an initial draft budget. Further discussion will take place at the January F&A Committee prior to a final decision at the Full Parish Council in January.

F&A

2324 Training/meetings attended

6 (a) ESALC meeting – report below

(b) Winter Readiness meeting – Cllr Sharpe reported on this meeting and the future booking for DISH of the Citizens Advice Bureau (Energy advice, scams, etc)

2324 Correspondence

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

(a) RDC Budget 2024 Consultation

No further action required

(b) Wood Field Playground – letter from resident

Chair to compile a response

2324 Information and/or Future Agenda Items

8 Future Agenda Items

- Budget 2024/25 and precept

2324 Confidential Items

9 (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.

The Proper Officer left the room for this discussion

(b)To note and approve the backdated payment to the Proper Officer of the 2023-24 National salary pay award.

Resolved to approve the back dated payment for 2023/24 National salary award

(c)To discuss and approve changes to Proper Officer’s salary and contracted hours

Resolved to approve changes to the Proper Officer’s salary and contracted hours

2325 Date of next meeting –

0 Tuesday 23rd January 2024 at 7.00 pm

2325 Close of meeting

1 Meeting closed at 9.30 pm

Open Forum

Discussions were held and questions were asked from the members of the Public on

- Results of the Facts and Finance event and the Village survey
- What is CIL – Community Infrastructure Levy
- PCSO patrols
- Speedwatch Signage
- Clearance of Battery Hill pavements

Signed: _____
Chair

Date:

REPORTS FOR PARISH COUNCIL MEETING – 28TH NOVEMBER 2023

Agenda item 8(a) Schedule of payments for November 2023

Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
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Direct Debits						
15/11/2022	02/11/2022	Tesco Mobile	21.99	18.33	3.66	Tesco - Mobile phone inv 134189949893
PayPal						
02/11/2022	02/11/2022	Fasthosts	13.20	11.00	2.20	Web hosting inv 74253322
06/11/2022	06/11/2022	Fasthosts	6.94	5.78	1.16	Web hosting inv 73959240
Cheques						
28/11/2022	28/11/2022	Pauline Collins	****	****	0.00	Salary - November 2023
28/11/2022	28/11/2022	Pauline Collins	****	****	0.00	Mileage - Oct/Nov 2023
28/11/2022	****	Pauline Collins	****	****		Expenses - £1547.49
	29/10/2022		2.90	2.90	0.00	Aldi - DISH Supplies
	05/11/2022		5.26	5.26	0.00	Aldi - DISH Supplies
	10/11/2022		4.04	4.04	0.00	Aldi - DISH Supplies
	31/10/2022		53.10	44.25	8.85	RBL Poppy Shop - Wreaths
	01/11/2022		1411.20	1176.00	235.20	Icklesham Joinery Ltd - Deposit for map
	17/11/2022		35.00	35.00	0.00	Slim - Butcher - DISH Supplies
	15/11/2022		35.99	29.99	6.00	Hi-tec Timber - Scaffold Board- Slide
28/11/2022	13/11/2022	ESALC Ltd	48.00	40.00	8.00	Cllr training - D Williams inv 1610
28/11/2022	14/11/2022	Curley Consultants	1050.00	1050.00	0.00	Tree Survey Kwood/Wfield inv 230686
28/11/2022	07/11/2022	RALC	89.00	89.00	0.00	RALC subscription/Parish On-line
28/11/2022	29/10/2022	Fairlight Village Hall	160.00	160.00	0.00	Hall Hire - October 2023 - DISH
28/11/2022	29/10/2022	Fairlight Village Hall	72.00	72.00	0.00	Hall Hire - October 2023 - PC
28/11/2022	01/11/2022	Countrymans Contractors	438.00	365.00	73.00	Grass cutting - Oct 2023 - inv SI-4095
28/11/2022	01/11/2022	Waller Gray	2220.00	1850.00	370.00	Remaining fee inv INV-1354
28/11/2022	28/11/2022	Activate Fairlight Youth	50.00	50.00	0.00	Use of hut by HFC for November 2023
28/11/2022	22/11/2022	AB Fire & Security	103.83	86.53	17.30	CCTV inv 363496

INCOME	Oct-23	YTD
Precept	0.00	90000.00
Bank Interest	167.40	876.69
Rents/leases Received	0.00	75.00
Insurance income	0.00	0.00
Contribution from other PC	0.00	0.00
Fees for use of assets (Wfield, BBQ etc)	150.00	1050.00
Other	0.00	73.78
Grants & donations received	0.00	5060.00

Drop In Social Hub receipts	200.00	3793.00
Christmas Cracker	0.00	0.00
CIL	0.00	0.00
Salaries & Wages Income	0.00	0.00
Faircomm receipts	0.00	55.60
War memorial receipts	0.00	4395.60
RDC lottery receipts	80.00	614.00
Community Loan Sch Receipts	0.00	0.00
VAT receipts from previous year	0.00	3577.17
TOTAL INCOME	597.40	109570.84

Agenda item 9 – Planning Committee

At the meeting of the Rother Planning Committee the application for building on the land at Bairns Bourne, Lower Waites Lane was rejected. Thanks to Mr. A Mitchell (Fairlight Preservation Trust) and a neighbour for their support and input at this meeting. The grounds for rejection were to do with the possible effect on cliff stability.

The Parish Council has agreed to book the village hall for a public meeting discuss issues around the Market Garden development.

Agenda item 10 - Land Management Steering Group

- Cllr Smith

Highways

Not a lot to report this month.

I have not dealt with any reported issues. We are still waiting for the footpath along the top of Battery Hill and Fairlight Road to be cleared of verge overgrowth. But confirmation has been received that it is in the pipeline. I have reported numerous pot hole and the depression just after the bend on Broadway.

Wood Field

Needless to say, with all the wet weather of late Wood Field has suffered a little. It has remained very boggy in parts for some time now. We have received enquiries regarding the efficiency of the land drains along Meadow Way and by the Tennis Courts at the bottom of the field. I have monitored these on a few occasions and I am happy to conclude these are still working well. A simple test of the dryness of the ground on the far side of the drains and the abundant flow of discharge at the end of the drains pipe work is evident enough. But it must be respected that the subsurface of the soil at Wood Field is very hard and condensed resulting in high flow off.

Knowle Woods

Sue Clarke and her team are still working wonders in the woods. Anyone walking around the woods cannot fail to see the improvements. The group have repaired the sign which blew off in the heavy winds recently and they deserve full credit for working and battling on with the additional problems of the recent weather.

Swing Park

It is with some sadness that the high slide has had to be shut off from use again. This year we had the top step replaced due to excessive corrosion leading to sharp rusty edges. The same problem has occurred with another two steps. In addition, the struts on the cage are also nearly rusted through giving concerns of the overall integral strength.

This is a much-loved slide and a huge attraction of our swing park, and I see no reason why it shouldn't be replaced for a like for like slide.

The council will now have to look back at the original plan of replacing both the toddler swing and slide.

- Cllr Horsley

Land Management Group meeting

- All the benches were looked at virtually and a maintenance plan developed. Local appropriate businesses will be asked to tender for the work.
- The play ground was looked at and new bark chippings will be ordered
- The tree survey in Knowle Wood has been done.
- The Twittern access to Knowle Wood from woodland was discussed and will investigate whether a hand rail can be installed.
- The toddler swings and the slide need to be replaced with immediate effect.
-

Safer Fairlight Event

Following discussion in Open Forum at the October Parish Council meeting, plans are going ahead for a Village Hall event where there will be an opportunity to discuss traffic issues in the village including speeding, Speedwatch, parking, and Neighbourhood Watch. This will be on Tuesday 16th January in the evening.

Agenda item 11 - Finance and Administration Committee

The FandA Committee went through the budget in detail and gave the Proper Officer the details for the amounts that need to be budgeted for the next financial year taking into account the current financial situation and the current and projected rate of inflation which will affect all work undertaken by the Parish Council in the next year. There are still some unknown expenses which have been factored in. The aim is also, as was agreed by Parish council earlier this year, to increase the general reserve to 25% of the precept. All details of Councillors and signatories have been requested and will sent to the Unity Trust bank so an account can be opened.

Agenda item 16 - Fairlight Pavilion Project (aka (Faircomm) – Cllr Smith

The proposed new committee Trustees met on 9th Nov 2023. At this first meeting appointments were proposed and agreed which at present are: -

Geoffrey Smith (Chair), Martin Usher (Vice Chair), Wendy Hatch (Acting Secretary), Lyn Cooke (Acting Treasurer), Ken Hatch, Tracy Welsh (Hastings Athletic FC), Tim Grohne, Steven Stewart

It is with some disappointment that Fairlight Bowls Club were not prepared to have one of their members as a trustee, but they have committed to fully co-operate with the new charity project.

Decisions made to date:

To be renamed Fairlight Pavilion as for reasons on previous reports. To become a CIO (charitable incorporated Organisation). To open two provisional bank accounts. To seek 'rough', 'ballpark' figure estimates on build costs from local building companies. To agree a basic co-option policy.

We are in the process of agreeing a new constitution and wording on the charity applications. These are taking time to get 100% right as we don't want holdups once submitted to the charity commission. Only after charity acceptance can we then open bank accounts under charity status which will be a must for funding and general reasons.

Our next meeting will be held on 7th Dec 2023 where we will invite interested co-opted people who are to help with the campaign launch, publications and website. It is felt that as we are not a fully constituted body as yet we will not make it a public meeting. But from January meetings will be open to the public. At this meeting we will agree and finalise the charity application and constitution, look at costs if possible and discuss the future business plan needs and the work involved to producing one.

Agenda item 19 - Training/meetings attended

ESALC AGM

The ESALC AGM was held at Uckfield. As usual it was a good opportunity to discuss issues affecting Fairlight Parish Council with other Councillors and officials of ESALC. We were also able to get information from various relevant organisations that were present.

There were presentations from a planning consultant, ESCC Highways (lively discussion followed) and AIRS. The Police and Crime Commissioners office was there and it was encouraging the reporting of behaviour which is intimidating or harassing. Airs talked about community housing projects. The planning consultant talk was interesting covering aspects of the local plans, and the problem of the threat of appeals. Highways talked about traffic calming measures and, of course, pothole repairs. There is an online account which would allow the Council to see what has been reported to Highways (to be discussed at LMG).