



Proper Officer/RFO: Mrs Pauline Collins

Tel: 07487 822729

Email: fairlightparishcouncil@gmail.com

**Minutes of Full Council Meeting held on Tuesday 25th June 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

County and District Councillors – Mr A Mier and Mr T Grohne
Proper Officer/RFO - Mrs P Collins
Members of the Public – 8

Recording of the meeting

The meeting was filmed and audio recorded by members of the Public for their own usage. Cllrs Horsley, Baker and Cooke had given permission to be filmed. The remaining Councillors, Proper Officer and members of the Public were excluded as they had not given their permission for appropriate reasons. The Public and Councillors were reminded to be careful when naming individuals during the filming/audio recording period.

ACTION

- 24146 Apologies for absence** (Including resolutions to accept reason for absence by Councillors)
Apologies received from Cllrs – Mr D Williams, Mr D Greenup, Mr C Maynard
Resolved to accept the reasons for absence.
- 24147 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
- 24148 Chairman's Report**
The Chair welcomed members of the Public and presented their report
(See reports below)

24149 Public questions in respect of items on the agenda

Standing orders were suspended

The Public wished to raise questions on agenda items –

- 8) Financial Matters
- 10) Land Management Steering Group - CCTV
- 11) Finance and Administration Committee
- 12) Drop-In Social Hub
- 13) Parish Council Website and Facebook
- 17) Policies and Practices – Recording of meetings Policy

Standing orders were reinstated

Questions were answered at the appropriate agenda item

24150 Minutes of meeting held on Tuesday 28th May 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.

24151 Matters arising from the minutes not otherwise on the agenda

Cllrs Baker and Cooke raise questions in respect of the lead time for the agenda and documents to be circulated and published.

Resolved to defer a decision to the Finance and Administration Committee on 2nd July.

Cllr Cooke requested the votes be noted.

Votes: 5 for and 1 against (LC)

24152 County and District Councillors reports

Cllrs Mier and Grohne did not present any reports due to this meeting being held during the pre-election period.

24153 Financial Matters

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

The Proper Officer replied to the public questions.

Discussions were held about the D-Day 80th joint FRA/PC event finances. Main points - £180 received in donations, approximately 50 attended, not a money-making event but an event of remembrance. Thank you to the FRA for their support of time and £200

Resolved to approve the payments for June 2024

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

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

24154 Planning Committee

(a) To receive the monthly report

See report below. The Village People have commissioned a survey and are awaiting results.

Resolved Cllr Horsley to contact the Village People for a proposed meeting.

(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)

Meetings have been held by a small number of Councillors and residents to discuss the proposed response. Cllr Shortman update the Council on progress to date.

Resolved to delegate the compilation of the response to RDC to the Planning Committee.

24155 Land Management Group

- (a) To receive the monthly report (Cllrs Horsley and Fellows-Turnbull)
See reports below. Adopt a bus shelter scheme was suggested to help maintain the village bus shelters. Cllr Baker and Horsley to pursue this proposal.
- (b) To receive an update in respect of the CCTV power outage. (Cllr Williams)
See report below
The Public question was answered by details in reports.
- (c) To resolve the delegation to the F&A Committee - contribution to ESCC for power usage for CCTV – final decision on proposed amount to be paid annually.
Resolved to delegate the decision to the Finance and Administration Committee.
- (d) To discuss/approve the quotations for a solicitor to be contracted for leases.
Councillors had not had the opportunity to view the quotations received.
Resolved to delegate the decision to the Finance and Administration Committee.

24156 Finance and Administration Committee

- (a) To receive a monthly report (Cllr Horsley)
See reports below. The Public questions were answered and details of the year-end accounts on the PC website were shown on the interactive whiteboard.
Cllr Baker raised the point of a proposed year-end report.
Resolved to discuss the proposal of a year-end report at the Finance and Administration Committee
- (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. A virement of £2900 between audit fees and solicitors fees in the budget is requested.
Resolved to approve the virement.

24157 Drop-In Social Hub Group

- (a) To receive an update on the Drop-In Social Hub Group
See reports below.
A public question in respect of a DISH poster displayed at the Hill Road Surgery was discussed.
Resolved to continue to advertise DISH at Hill Road Surgery.

24148 Parish Council Website and Facebook

- (a) To receive a monthly report
The publication of minutes was discussed. Details of the new and old website were reported by Cllr Sharpe. Public questions were answered.
Resolved to delegate the procedure for publishing minutes to the F&A Committee for consideration.

24149 War Memorial Steering Group

- (a) To receive an update on the project (Mr H Luke)
This project is progressing and the final names and layout are being confirmed.
Thanks were given to the members of the War Memorial Steering Group for their work over the past four years.

24150 Fairlight Pavilion Project (Mr G Smith)

(a) To receive an update on this project

See report below

A solicitor is being contracted to draw up the lease for the Fairlight Pavilion Project. A meeting has been arranged with Councillors and representatives of the Pavilion Committee to discuss the lease and obtain an update on progress.

(b) To resolve the delegation to the F&A Committee - the approval of expenditure on this project up to budget limits.

Resolved to delegate to the F&A Committee - the approval of expenditure on this project up to budget limits.

24151 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.

24152 Policies and Practices

(a) To discuss and adopt the revised policies

- Recording of Meetings Policy

Public questions were answered.

This policy has been reviewed at the PC meeting in May and the F&A Committee in June. Discussions were held in respect of reasons for not being filmed, consultations with other organisations about their filming policies, Government instructions on filming meetings and maintaining transparency for the Public at the meeting.

Resolved to adopt this policy in its current format

Cllr Cooke requested the votes be noted.

Votes: 5 for 1 against (LC)

24153 Training/meetings attended

Councillor's induction training – Cllr Baker

24154 Correspondence

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

24155 Information and/or Future Agenda Items

No items requested

24156 Date of next meeting –

Tuesday 23rd July 2024 at 7.00 pm

24157 Close of meeting

Meeting closed at 8.15 pm

Open Forum

Discussions and questions were raised in respect of draft minutes publication, PC new website, Councillors and their other commitments, Proper Officer's salary (at this point the Proper Officer and Cllr Sharpe left the room).

Signed: _____
Chair

Date:

REPORTS FOR PARISH COUNCIL MEETING –25TH JUNE 2024

Chairs report

Welcome to all.

This meeting will be filmed

The CIL consultation has been launched please see the paper about the process and if you have ideas for potential projects that the money can be used to fund or part fund, please contact us.

I would like to thank all those who were involved in the planning of the D-Day 80th commemorations.

Many in the village were able to come together to share memories of loved ones who were involved in D-Day.

The work on the response to the Rother draft Local Plan is on-going. Rother planners will be available in the Village Hall on July 11th with information and can discuss any queries you may have.

Finally, if you are voting in person on July 4th, please remember to bring Photo ID with you.

Agenda item 7 – Payment Schedule – June 2024 – Income to date

Date Paid	Invoice Date	Payee	Gross	Net	VAT	Details
		DIRECT DEBIT				
17/06/2024	01/06/2024	Tesco Mobile	21.99	18.33	3.66	Tesco - Mobile phone inv 134210961660
		PAYPAL				
29/05/2024	29/05/2024	Viking Office Supplies	-18.46	-15.38	-3.08	Stationery credit note 4281111
02/06/2024	02/06/2024	Fasthosts	13.20	11.00	2.20	Web hosting inv 46711144
06/06/2024	06/06/2024	Fasthosts	10.20	8.50	1.70	Web hosting inv 76750809
11/06/2024	11/06/2024	Viking Office Supplies	76.82	64.02	12.80	Stationery inv 4337485
04/06/2024	04/06/2024	Google Commerce Ltd	15.99	13.33	2.66	Goggle Storage 04/06/24 - 03/06/25
		CHEQUES				
25/06/2024	25/06/2024	Pauline Collins	****	****	****	Salary - June 2024
25/06/2024	25/06/2024	Pauline Collins	****	****	****	Mileage claim - June 2024
25/06/2024	Details below	Pauline Collins				Expenses claim - £406.66
25/06/2024	09/05/2024	" "	10.75	10.75	0.00	Bookers - DISH Supplies
25/06/2024	14/05/2024	" "	15.00	12.50	2.50	Amazon - DISH DDAY supplies
25/06/2024	23/05/2024	" "	20.00	20.00	0.00	Slim Butcher - DISH Supplies
25/06/2024	23/05/2024	" "	17.67	15.27	2.40	Bookers - DISH Supplies
25/06/2024	25/05/2024	" "	6.16	6.16	0.00	Aldi - DISH Supplies
25/06/2024	26/05/2024	" "	24.00	20.00	4.00	High Speed Training - Hygiene training for volunteer
25/06/2024	29/05/2024	" "	3.78	3.78	0.00	Aldi - DISH Supplies
25/06/2024	30/05/2024	" "	16.28	16.28	0.00	Bookers - DISH Supplies
25/06/2024	03/06/2024	" "	14.95	12.45	2.50	Amazon - DISH DDAY supplies
25/06/2024	03/06/2024	" "	4.76	3.96	0.80	Amazon - DISH DDAY supplies
25/06/2024	04/06/2024	" "	20.38	16.98	3.40	Amazon - DISH DDAY supplies
25/06/2024	04/06/2024	" "	18.46	15.38	3.08	Viking Supplies - DISH Stationery
25/06/2024	04/06/2024	" "	2.60	2.60	0.00	Drishi News Ltd - DISH supplies
25/06/2024	04/06/2024	" "	17.78	17.78	0.00	Aldi - DISH Supplies
25/06/2024	04/06/2024	" "	180.29	180.29	0.00	Bookers - DISH Supplies & DISH DDAY supplies
25/06/2024	08/06/2024	" "	8.78	7.32	1.46	Toolstation - Cable ties

25/06/2024	09/06/2024	" "	5.00	5.00	0.00	Iceland - DISH Supplies
25/06/2024	09/06/2024	" "	13.89	13.89	0.00	Aldi - DISH Supplies
25/06/2024	16/06/2024	" "	6.13	6.13	0.00	Aldi - DISH Supplies
25/06/2024	25/06/2024	HMRC	****	****	****	HMRC Tax & NI 06/06/24 - 05/07/24
25/06/2024	03/06/2024	AB Fire & Security	44.73	37.28	7.45	CCTV inv 367057
25/06/2024	25/06/2024	Activate Fairlight Youth Centre	50.00	50.00	0.00	Use of hut by HFC for June 2024
25/06/2024	27/05/2024	Fairlight Village Hall	63.00	63.00	0.00	Hall Hire - PC - inv 182
25/06/2024	27/05/2024	Fairlight Village Hall	152.00	152.00	0.00	Hall Hire - DISH - inv 183
25/06/2024	05/06/2024	Countrymans Contractors ltd	446.40	372.00	74.40	Grass Cutting - SI4297
25/06/2024	14/06/2024	Beverly Price	120.00	120.00	0.00	Caretaker - June 2024
25/06/2024	28/05/2024	Wicksteed Leisure Ltd	17611.78	14676.48	2935.30	Playground slide/swings inv 825311
25/06/2024	17/06/2024	Rother District Council	1248.36	1248.36	0.00	Compressor electricity Mar - May 2024 inv 86791050
25/06/2024	17/06/2024	Rother District Council	1498.03	1248.36	249.67	Compressor electricity Mar - May 2024 inv 86791001
25/06/2024	18/06/2024	Rother District Council	-1498.03	-1248.36	-249.67	Compressor electricity Mar - May 2024 Cnote 86791043

INCOME	Apr-24	May-24	YTD
Precept	47500	0.00	47500.00
Bank Interest	172.98	132.55	305.53
Rents/leases Received	0	0.00	0.00
Insurance income	0	0.00	0.00
Contribution from other PC	0	0.00	0.00
Fees for use of assets (Wfield, BBQ etc)	150	150.00	300.00
Other	0	0.00	0.00
Grants & donations received	0	0.00	0.00
Drop In Social Hub receipts	152	145.00	297.00
Christmas Cracker	0	0.00	0.00
CIL	43409.81	0.00	43409.81
Salaries & Wages Income	0	0.00	0.00
Faircomm receipts	0	0.00	0.00
War memorial receipts	1450	0.00	1450.00
RDC lottery receipts	65	77.50	142.50
Community Loan Sch Receipts	0	0.00	0.00
VAT receipts from previous year	0	0.00	0.00
TOTAL INCOME	92899.79	505.05	93404.84

Agenda item 9 - Planning Committee

Planning applications

1) RR/2024/844/T Spindrift, Briar Close, Fairlight TN35 4DP

T1 - Ash Tree - Pollard western branches to the previous pollard position to remove the overhang. Reduce the dead branches to an acceptable level, without affecting the continued natural growth. Following discussions the following comments were resolved:

- a) The Parish Council agrees with this application and has no comments to add.

2) RR/2024/677/P Halladale, Commanders Walk, Fairlight TN35 4BE

Application to vary conditions 2 and 5 of planning permission RR/2023/2535/P to retain existing vehicular access.

Following discussions the following comments were resolved:

- a) The Parish Council agrees with this application
- b) Neighbours' comments should be considered

3) 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.

Following discussions the following comments were resolved:

- a) Consideration should be given to overlooking issues of the neighbouring properties
 - The staircase to the accommodation could be enclosed
 - Obscure glass fitted in some windows
 - Trees/tall shrubs planted
- b) The conditions stipulated in a previous planning application decision – RR/2012/1334/P should be enforced.
- c) Neighbours' comments should be considered

4) 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.

- a) No large lorries should be used for deliveries as this road is narrow.
- b) All materials and contractor's vehicles should be stored on site as this road is narrow and neighbours require access to their properties.
- c) Comments/views from the neighbours should be considered.
- d) Black out blinds to be used on roof lights to maintain dark skies

Rother District Council Local Plan 2020-2040

A sub group consisting of Councillors and residents has been set up to look at the Local Plan and to advise the Planning Committee on a suitable response from the Parish Council to Rother District Council on the Plan.

The sub group has met twice including one of the meetings being open to the public in order to ascertain as far as possible the views of residents and to study certain parts of the Plan in further detail.

Evidence is also being obtained from a resident on the sewage implications of the Plan.

The group are likely to need a couple of further meetings to formulate the response. In view of the shortage of time the Planning Committee at its meeting on 17th June recommended a proposal for the Parish Council that it be resolved that the Planning Committee are delegated to draft an appropriate response to the Plan. The final draft will be circulated to Parish Councillors for their approval prior to submission to Rother District Council.

Agenda item 10(a) – Land Management

Cllr Horsley

The new slide and toddler swings have been installed and inspected. The verdict is that the slide is fast but fun and they are being well used and enjoyed. Thank you to the Proper Of for all the arrangements and getting them fixed as soon as the field was dry!

We are ordering more wood chip for the play area and will be organising a working party to lay this.

We have met with Nigel Powers ESCC Flood Officer to discuss the French drain on Wood Field and will be getting some clearance work done

There has been a suggestion that the bus shelters could be adopted by local volunteers who would check them, remove out of date posters and report any issues. The bus stop at the junction of Waites Lane and Battery Hill has already been adopted, many thanks to the resident.

The bus stop opposite Hairbase needs a good clean and we are looking at arranging for it to be jet washed. We are looking to install boards in the bus shelters for notices to be displayed on without the need for staples.

There has been a suggestion that commercial advertising in the bus shelters by local firms could raise some income towards their maintenance.

Cllr Fellows-Turnbull

Coppicing continues in Knowle Wood by Sue Clarke and her volunteers.

On 18th June whilst in Wood Field I was approached by a resident walking her dog and told that a tree had fallen in the wood directly over one of the dog walker's paths. On checking I found it to be a small decayed tree which was across a path and is slightly hazardous, but can be stepped over. It was too heavy to move. I emailed Sue to arrange a meet so that it could be sawn up and removed.

I returned to Knowle Wood this morning (19th) armed with my trusty bandsaw only to find that someone else had kindly sawn up the fallen log I saw yesterday and placed it clear of the path. Well done whoever it was. Hazard gone.

This occurred shortly after Cllr Horsley, our Proper Officer and myself met up with Nigel Power, the East Sussex CC Flood Management Officer to discuss problems with excess surface water encroaching on to a resident's garden. It was mutually agreed that the French drain which FPC installed several years ago needed attention as it had become overgrown by grass in parts. Arrangements will be made by the Proper Officer to obtain estimates from local experts to cut back the grass in order to allow surface water to better run into the drain, and if necessary, replace the pebbles. The review of the FPC Emergency Plan remains work-in-progress.

Agenda item 10(b) – CCTV - Cllr Williams

A reasonable figure needs to be agreed with ESCC Highways for the supply of electricity so we can then obtain the license required to reinstate our supply to the existing equipment.

The following figures have been based on all equipment that is installed on site according to the data sheets that are available with Fusion who supplied the equipment.

The estimate on power usage of the equipment that is installed at Fairlight is around 13 KWH. If you are paying 0.24 Pence per KWH assume around £3.12 pence per day (considered a reasonable commercial rate). Weekly average £21.84 Annual usage £1135.68.

(Please note this is only a guide and should only be used as an estimated cost the monitor is believed to be installed off site with the Proper Officer so this should be taken into consideration when coming to an agreement with ESCC Highways)

In regards to making a decision on the amount offered to ESCC Highways for the existing cameras the estimate given was based on all the equipment that we have been supplied.

If the monitor is located off site, I would suggest that we start with an offer in the region of £800 annually (as we are unsure what figure ESCC Highways will accept) obviously needs further discussion and agreement in principle with Councillors up to £1200

I suggest we should progress the reconnection as soon as possible. I will not be at the next PC meeting and would think it preferable to start the ball rolling at the earliest opportunity.

A scheduled site visit has been arranged from our existing CCTV service company regarding quotes for additional equipment at the top of Battery Hill on 5th July 2024 at 9am.

Having had several separate discussions regarding solar cctv cameras it is now clear that solar is not the way forward at this stage. It still requires backup power, a continuous 4G wireless running contract and it's recommended we stay clear of them until they have advanced in reliability and reduce in price.

In addition, I have asked the initial contractors to re quote for the work required as the original quotes were provided six months ago.

Agenda item 11 Finance and Administration Committee

The Finance and Administration Committee met at the beginning of the month. The budget monitoring for April was discussed and minor virements and additions to EMR were considered and will be reviewed at the next meeting to be recommended to the Full Parish Council for approval.

Following receipt of the External Auditor's report for year 2022/23, Councillors reviewed and amended practices mentioned in the report, that allows the Council to now conclude that financial year.

The Internal Auditor's report for 2023/4 was also reviewed and actioned.

It was agreed that the bank account signatories are updated.

It was also agreed that an additional bank account will be needed in the future.

The Community Infrastructure Levy was discussed and suggestions for projects to use the money are invited.

The filming policy was reviewed and recommended to the Parish Council for adoption.

Agenda item 12 – Drop-In Social Hub Group/D-Day celebration

The D-Day events were well attended and provided a focus for remembrance in the village. Thanks to the local branch of the British Legion for their support with the flag raising and dressing of the Circle so appropriately. Thanks also to Carol and her elves...you know who you are, for the Fish and Chip lunch. Finally, to the Bonfire Boys for arranging the lighting of the beacon. The atmosphere up at the Mountain at sunset was very moving.

Agenda item 15 – Fairlight Pavilion

This report has been submitted by Mr. G Smith – Chairman of the Fairlight Pavilion Committee

Fairlight Pavilion Project's report for June 2024

The project is still ticking moving forwards.

We have since April requested a lease agreement to be drawn up ASAP. However, in real term time scales this is unlikely to be received much before August/September at best as the Parish Council now wishes it to be handled by a solicitor.

The lack of an active lease is now a major holdup as capital and large funding streams need an agreement from the landowners (the PC) to our charity before they will consider funding applications. Due to this hold up we will be missing crucial deadlines for applications for this year.

However, the committee has now decided to push forward. There will be village promoting and we will now start concentrating on what fund raising we can achieve. The more community ground root fund rising that can be achieved no will aid the future major applications.

There has been a problem identified with the plans for the new car park layout. The sewer feed from the bowls club has been misidentified by the Civil Engineers showing it at present and in future transversing the car park. Where in fact it does not and will not need to. Discussions with the Bowls Club have not taken place in full as yet as to their wishes or not to join a new sewer. Once this has been properly costed the Bowls Club will be approached to see if they wish to join the new sewer or take over the cesspit as sole users. This issue is further complicated as the car park redesign forms a condition of the planning application.

The extent of the car park relay and problems it now causes has only come to light since the eventual sight of the Civil Engineers diagrams/report and Rother Planning Dept sign off this March. Effectively making it an unknown and unforeseen problem when the project started. As the project will not be lease of the car park, funding for such a designed remodeling will be unobtainable. Enquires have been made for a solution to

Rother Planning Dept and the architects. It will almost certainly be likely to have a far simpler surface design produced and then apply for a new Discharge of Condition to Rother Planners. Costs for this reworking of the planning condition are being sort. As funding would have to be found for any surface damage a simpler resurfacing maybe possible under the project. This will need discussion and agreement with the Parish

Council.

As it is highly likely that funding deadlines for this year are now unachievable due to the lack of a lease. We now face a further problem that the planning permission commencement date will expire before the funding rebuild are in place.

We have therefore requested that the Parish Council fund and allow us to do all the work involved to install the base for the planned emergency radio antenna at the rear of the new building footprint. In essence this is similar to a fence post footing very simple. This will secure the conditions of commencement of the planning permission's start date. We await the Parish Councils decision.