

**DRAFT Minutes of the Meeting of Maresfield Parish Council
held on Tuesday 20th June 2017 at 7.30pm in Maresfield Village Hall**

Present: Cllr M Craddock (Chairman), Cllr D Barlow, Cllr D Watson, Cllr A Strevens, Cllr R Taylor, Cllr Mrs P Handley, Cllr Mrs Stevens-Smith, DCllr P Roundell, DCllr M Lunn, CCllr R Galley, Clerk T Allen.

A. Public session – Mr Fred Taylor addressed Council, in his private capacity, urging that the opportunities for having public allotments from impending developments are taken up. Mr Taylor stated that a need had been proven from the responses to the NDP Parish wide survey and from a recent local survey. Mr Taylor noted his disappointment that the opportunity of having an all-weather football/basketball pitch at Rydon Homes Site A had not been pursued by the Parish Council.

(The Chairman opened the meeting).

3033. To approve apologies for absence and to note other non-attendance - Cllr K Ogden, Cllr Ms G Hallin, Cllr Mrs L Reeves, DCllr C Hardy, DCllr T Illingworth, Asst. Clerk C Arnold.

3034. Declarations of interest - Cllr Barlow as Director and Trustee of NWCTP Ltd.

3035. To receive written requests for new DPI dispensations – None received.

3036. Minutes of the previous meeting held on 16th May 2017 and the Annual Assembly meeting held on 10th May 2017: -

1. For adoption - **It was resolved** to adopt the Council minutes as a true record and the Annual Assembly minutes were received.

2. Matters arising from these minutes not elsewhere on the agenda – None.

3037. Reports by and questions to: -

1. County Councillors – CCllr Galley's monthly report had been circulated.

[In answer to a question from Cllr Watson] – CCllr Galley stated that the matter of an overhanging tree in Nutley High Street, reported to him by Cllr Watson, had been referred to the Highways Steward, as this is an ESCC matter, not a WDC one. It was noted that the offending overgrowth had now been cut back. There was a lengthy discussion about WDC not revealing the occupancy status of its properties under the Data Protection Act and whether this information could have been obtained from the Electoral Register.

Cllr Watson noted that the trees in the adjacent two properties were likely to become a problem in the future and that WDC could save money by removing them now.

DCllr Roundell noted that the WDC Asset Register should show if a property is owned by WDC.

2. District Councillors – DCllr Lunn reported that a date has still not been set for the presentation of the new WDC Local Plan and associated Ashdown Forest pollution mitigation evidence.

3038. Parish Wards – issues, needs and Councillors' reports: -

1. Fairwarp Ward – Cllr Mrs Handley referred to the missing guide post at the junction of Old Forge Lane/B2026 and the awaited additional signing for the village on the B2026 approaches. The Clerk noted that these matters are being addressed with ESCC and will be on the agenda for the next SLR meeting.

2. Maresfield Ward – Cllr Strevens reported that the poor road surface at the end of the Straight Half Mile, near its junction with the B2026, had still not been repaired. The Clerk noted that this matter will be on the agenda for the next SLR meeting.

It was noted that the replacement white posts had been installed on the roadside by the Church.

Cllr Strevens noted that the parking of vehicles opposite The Parade was still causing problems. Cllr Taylor noted that he had installed the new disability swing at the MRG play area, but that it had already been vandalised and had to be repaired.

Cllr Taylor reported that he had to call the Police on four occasions when locking up the MRG play area, as people refused to leave; this area is now included in the Operation Blitz initiative, but this only operates on Fridays and Saturdays.

It was noted that the dangerous lime tree at MRG had now been felled.

Cllr Mrs Stevens-Smith reported that she is working with Parklands residents to try to improve facilities at its play area; she will be discussing this matter with the Wicksteed play area inspector in due course.

Cllr Mrs Stevens-Smith stated that, at the last Village Hall Committee meeting, it was asked that the 'civil emergency box' be removed, as it is taking up valuable space in the Hall. The Clerk stated that he will ask Council to review this matter at its next meeting, noting that there is a similar 'box' in Fairwarp Village Hall.

3. Nutley Ward – Cllr Barlow registered his disappointment at the ESCC response concerning the dangers presented to drivers at the Bell Lane/A22 junction. The Clerk noted that this matter will be addressed by the Road Safety Committee at its meeting on the 11th July 2017.

Cllr Watson enquired about a leaflet that can be put on the windscreens of cars parked on pavements. The Clerk noted that the existing leaflet is being updated via the SLR process to ensure that it is fit for purpose.

Cllr Watson reported that the War Memorial Trust is collaborating with other village groups to get two defibrillators installed in the village; one on the Fords Green pavilion and the other at the village hall. The Clerk noted that a request for support from the Parish Council had just been received and that this matter will be on the Agenda for the next meeting of Council.

3039. Council bodies - To receive minutes and decisions, followed by reports from Chairmen and any questions: -

1. Finance & Administration Committee: -

i. Month 2 2017/18 – Financial Reports – – The Bank Reconciliation, Cash Book and management reports were received. The Chairman stated that there were no issues to raise at such an early stage in the financial year.

ii. To receive and approve the Internal Audit Report for the year ending 31st March 2017 – It was resolved to receive and approve this Report. The Chairman noted that, once again, the Council had received an excellent report and thanked the Clerk for his sound financial processes and controls.

iii. To ratify the Clerk's use of Financial Regulation 4.5 to authorise the felling of a dangerous lime tree at Maresfield Recreation Ground – – It was resolved to approve and ratify this action.

2. Planning Committee: -

i. Minutes of the meeting held on 8th May 2017 – Received.

i. Minutes of the meeting held on 30th May 2017 – Received.

iii. Draft Minutes of the meeting held on 19th June 2017 – Noted.

Cllr Watson referred to an application that was recommended for refusal at the Committee's last meeting, as it sought a change of use for Forest amenity land and the installation of an oversized garage structure. The Chairman stated that he hoped that WDC would support such a position.

The Chairman reported on a new development at the Ashdown Business Park that was recommended for approval at the Committee's last meeting.

DCllr Lunn noted that another application for Southern Cottage in Maresfield had been received and that it was key to link and review this in light of previous applications for this site.

iv. Proposed allotment space at the Asprey Homes development site on School Hill Maresfield – The Chairman related the background to this item, referring to the points raised by Mr Taylor in the public session of the meeting and the very recent attempts by Council to ascertain demand for allotments in the Parish.

The Chairman proposed that the Council proceeds with arrangements for new allotments on the Asprey Homes site on School Hill; **this was resolved**.

The Chairman noted that correspondence should also be opened with Rydon Homes regarding the provision of allotments on its development Site A and that the requirements for allotments will be incorporated into the NDP.

(Mr Taylor left the meeting).

3. Environment Committee:-

i. Draft Minutes of the meeting held on 6th June 2017 – Noted.

Cllr Strevens noted that he will be asking Maresfield FC if it can help with replacement nets for the goals at Parklands play area.

The Assistant Clerk's paper on the refurbishment of the red telephone kiosk outside the Nutley Stores was circulated. The Chairman stated that a definite use for this telephone box needs to be identified if Council is to commit funds to its refurbishment. Cllr Watson noted that it was envisaged that it could house a defibrillator, but that this may not now be needed due to the local initiative reported earlier in the meeting (See Item 3038.3 above); Cllr Watson to look into this further. The Clerk stated that this matter will be on the Agenda for Council to review at its next meeting.

ii. Items for the ESCC SLR meeting to be held on the 4th July 2017 - The Clerk stated that, due to holidays and other absences, the date of this meeting is to be put back to a later date in July 2017.

4. Neighbourhood & Community Development Plan Steering Group – The Chairman noted that the Steering Group will be meeting on the 26th June 2017, to be preceded by a meeting with a planning consultant on the 22nd June 2017 who hopefully can review the final Draft NDP for structure, content, etc. It was noted that there will be a 'drafting day' for the NDP on the 7th July 2017.

The Chairman noted that the ongoing delay in the production of the new WDC Local Plan was not helpful for finalising the NDP.

5. Road Safety Committee – Cllr Strevens reported that the Committee meets on the 11th July 2017, where all the outstanding projects with ESCC and other matters will be reviewed.

The Clerk reported that the Traffic Order for the Nether Lane speed limit reduction had been made by ESCC and that it is hoped to have the ESCC feasibility study for traffic calming in Crowborough Road available for the next meeting of the Committee.

6. Maresfield Recreation Ground Committee – Cllr Taylor noted that the new fencing at the rear of the play area has been agreed and that the use of the football practice areas was being discussed; it was noted that the Committee next meets on the 22nd June 2017.

7. Communications Working Party – The Clerk noted that he and Cllr Ms Hallin are continuing with updating the Council's web site and that, to comply with financial and audit requirements, the financial pages have had to be updated and improved.

DCllr Lunn stated that, as mentioned at this year's Annual Parish Assembly, it may be possible for the Parish Council to have access to the distribution list used for the WDC 'My Alerts' emails in some form or include articles; DCllr Lunn and the Clerk to raise this with Jim van den Bos at WDC.

3040. Outside bodies matters – The Clerk noted that all are invited to the Maresfield Conservation Group's Summer Supper to be held on the 8th July 2017.

It was noted that Cllr Mrs Reeves will be attending a meeting of the Ashdown Forest Parishes Liaison Panel on the 28th June 2017; any matters/issues to be notified to Cllr Mrs Reeves. The Chairman asked that Cllr Mrs Reeves invites the Director of the Conservators, Pat Busenel, to the next meeting of Council (18th July – Fairwarp) to talk about the Conservators funding problems and how PC's may be approached for help.

3041. NWCTP – extension of the 262 Saturday bus service – latest position – The circulated papers were noted. Cllr Barlow gave an update on the current situation, noting that the involvement of several Council's affected had yet to be confirmed and that Forest Row PC had withdrawn from this scheme. Cllr Barlow noted that NWCTP volunteers are working hard to stabilise the situation but that, without adequate funding, the medium and long-term position of this service cannot be guaranteed. The Chairman noted that a watching brief must be kept on developments to ensure that the Council's financial commitment is kept fully under review.

(CCllr Galley, DCllr Roundell & DCllr Lunn left the meeting)

3042. To receive a report from, and put questions to the Chairman – No report or questions raised.

3043. To receive a report from, and put questions to the Clerk - No report or questions raised.

3044. Payments to be made - for approval - It was resolved to authorise payments amounting to £9,486.71; as shown on the circulated schedule.

3045. Matters arising from the meeting for public communication – The Council's position on the provision of allotments and the possibility of the Fairwarp Community Society circulating the Chairman's monthly reports.

3046. Arrangements for Nutley & Fairwarp annual Village Fetes – The circulated schedules were discussed.

3047. Matters relating to Council as Trustee of Maresfield Recreation Ground (MRG) – No items.

It was resolved that the meeting goes into closed session; as in view of the confidential nature of the business to be transacted, i.e. an employment matter, it is required that the public and press be temporarily excluded and that they are instructed to withdraw.

3048. To receive a report and recommendations from the Council's Panel re. the investigation of a complaint received from ex. Councillor Mr L Wilcox – The Chairman thanked the Panel members for the very thorough and proper way in which this matter had been dealt with.

(The Clerk left the meeting).

As Chairman of the Panel, Cllr Mrs Handley presented its finding and recommendations. **It was resolved** that the Parish Council accepts the recommendations and findings of the Panel as set out in the Report.

(The Clerk returned to the meeting).

3049. Date of next meeting – 18th July 2017 (Fairwarp).

There being no further business, the meeting closed at 20:44.