

**Minutes of the Meeting of Maresfield Parish Council  
held on Tuesday 19<sup>th</sup> September 2017 at 7.30pm in Maresfield Village Hall**

**Present:** Cllr M Craddock (Chairman), Cllr D Barlow, Cllr D Watson, Cllr A Stevens, Cllr Mrs L Reeves, Cllr Ms G Hallin, Cllr Mrs P Handley, Cllr Mrs Stevens-Smith, DCllr P Roundell, DCllr T Illingworth, CCllr R Galley, Clerk T Allen, Asst. Clerk C Arnold.

**A. Public session:-**

- a. CCllr R Galley & Ms L Meehan, Conservators representatives, re. Parish Council financial contributions** – CCllr Galley and Ms Meehan spoke to the meeting about the formal proposal to the Parish Council for a financial contribution for the years 2018/19 & 2019/20; why this was needed; budgetary practices, costs and constraints; benefits of acquiring charity status; and financial forecasts and use of reserves.
- b. Crowborough Road residents re. traffic calming measures** – Four members of the public were present to raise the issue of the need for traffic calming measures; the following points were noted:-
- Measures which narrow the road and slow traffic are a good idea.
  - No street lighting is wanted.
  - Why the current 30T weight limit is not being reduced to 7.5T.
  - Lorry movements and the speed limit are not enforced.
  - No pavement - dangers to pedestrians, dog walkers, horse riders and cyclists.
  - Speed Watch deployment and the need for more volunteers.
  - The high cost of the solutions outlined in the ESCC feasibility study.
  - Not a priority for ESCC so no funding will be forthcoming; £120K is too much for the Parish Council to afford.
  - Petition from a few years ago made to the Lead member ESCC did not receive a high enough priority for any funding.
  - Use of Precept to raise funding; would need to canvass whole Parish for support.
  - The use of Mobile Vehicle Activated Signs (MVAS) is being looked into by the Parish Council.
  - The Parish Council is continually pressing ESCC and other agencies for the improvement of road safety across the whole Parish.
- c. Any other public matters** – None.

*(All members of the public (except Ms Meehan) left the meeting. The Chairman closed the public session and opened the meeting).*

**3067. To approve apologies for absence and to note other non-attendance** – Cllr K Ogden, Cllr R Taylor, DCllr M Lunn.

**3068. Declarations of interest** – Cllr Barlow as Director and Trustee of NWCTP Ltd. Cllr Ms Hallin as a member of the Maresfield Conservation Group.

**3069. To receive written requests for new DPI dispensations** – None received.

**3070. Minutes of the previous meeting held on 18<sup>th</sup> July 2017: -**

1. For adoption - **It was resolved** to adopt the Council minutes as a true record.

2. Matters arising from these minutes not elsewhere on the agenda – Re. Item 3055.2, the Clerk reported that BT had confirmed the telephone kiosk in question is scheduled for removal very soon. Re. Item 3056.1.iii, the Chairman reported that no funding for the defibrillators was now needed from the Parish Council.

**3071. Reports by and questions to: -**

1. County Councillors – CCllr Galley’s circulated report was noted.

CCllr Galley informed the meeting about the current ESCC consultation on changes to the library service, including the proposed cessation of the mobile service which will affect all three villages in the Parish.

2. District Councillors – DCllr Roundell reported on the phased building plans for the approved 1,000 new homes in Uckfield; reserved matters approval, SANGS provision and supporting infrastructure.

DCllr Illingworth noted that he continually hears complaints about poor mobile phone service reception, but that this can only improve if PC’s are more open to having new communications masts in their parishes.

DCllr Illingworth noted the benefits of the current free parking arrangements in Wealden District.

**3072. Parish Wards – issues, needs and Councillors’ reports: -**

1. Fairwarp Ward – Cllr Mrs Reeves noted the thanks of the Village Hall Committee for the recent provision of wood chips for the play area.

2. Maresfield Ward – Cllr Strevens noted that parking opposite The Parade continues to be an issue. The Clerk reported that the repair of the top speed table on School Hill is in-hand with ESCC Highways. *(DCllr Illingworth left the meeting)*

3. Nutley Ward – Cllr Watson reported that a quote is being obtained for the provision of shelving for the newly refurbished phone kiosk outside of the village shop.

**3073. Council bodies - To receive minutes and decisions, followed by reports from Chairmen and any questions: -**

**1. Finance & Administration Committee: -**

i. Month 5 2017/18 – Financial Reports - The Bank Reconciliation, Cash Book and management reports were received. The Chairman reported that the finances were in order and that there were no issues to raise.

ii. To receive the Asst. Clerk’s annual appraisal and to approve the related pay increment – ***(It was resolved to defer this item until the end of the meeting)***.

iii. Proposal from the Ashdown Forest Conservators for a financial contribution from the Parish Council in 2018/19 and 2019/20 – It was noted that, in principle, most Councillors supported making such a contribution to the Conservators. **It was resolved** that this matter be referred to the Finance & Administration Committee to advise Council on the appropriate amounts and budgetary impact.

*(Cllr Barlow & Ms Meehan left the meeting)*

**2. Planning Committee: -**

i. Minutes of the meeting held on 13<sup>th</sup> July 2017– Received.

ii. Minutes of the meeting held on 31<sup>st</sup> July 2017 – Received.

iii. Minutes of the meeting held on 21<sup>st</sup> August 2017 – Received.

iv. Draft Minutes of the meeting held on 11<sup>th</sup> September 2017 – Noted.

v. Siting and use of caravans at Beech Hill, Crowborough Road – The circulated papers and correspondence from the neighbours and Planning Enforcement Officer were noted and discussed.

Cllr Watson briefed the meeting on the history and current position of this matter and reported on his site visit.

DCllr Galley reported on his discussions with the Planning Enforcement Officer.

Councillors expressed concerns regarding the following areas:-

- The incremental growth of this site with no firm planning enforcement by WDC.
- Contravention of planning rules and planning application conditions.
- Impact on neighbours.
- Operation of a business from the site.
- Disposal of waste water and sewage.
- Conservators are aware but have raised no issues.

In summary it was noted that, whilst the Parish Council cannot take direct action (WDC is the relevant enforcement authority); it can lend its support in getting these issues properly addressed.

**It was resolved** to write to Kelvin Williams, Head of Planning at WDC, seeking an assurance that WDC will take planning enforcement more seriously to prevent similar occurrences in future (letter to be copied to DCllr Ann Newton).

**It was resolved** to write to the Environment Agency regarding the questionable disposal of waste water and sewage.

DCllr Roundell stated that he will raise this matter formally at the WDC(N) Planning Committee meeting on the 21<sup>st</sup> September 2017.

*(DCllr Roundell left the meeting)*

### **3. Environment Committee:-**

i. Minutes of the meeting held on 6<sup>th</sup> June 2017 – Received.

ii. Draft Minutes of the meeting held on 5<sup>th</sup> September 2017 – Noted.

iii. Draft summary notes of the ESCC SLR meeting held on 15<sup>th</sup> August 2017 – Noted.

Cllr Mrs Reeves reported on these recent meetings, noting that good feedback and some action had resulted from the SLR meeting.

**4. Neighbourhood & Community Development Plan Steering Group** – The Chairman reported that the Steering Group is finalising the Draft NDP for submission to the Council's Planning Consultant for its 'fit-for-purpose' check and for timing advice in relation to the emerging WDC new Local Plan. It was noted that the meeting of the Steering Group scheduled for the 25<sup>th</sup> September 2017 will not be held.

### **5. Road Safety Committee:-**

i. Residential area along Crowborough Road – CMF traffic calming feasibility study – residents' feedback – See Item A(b) above.

ii. Update on other projects – The circulated report from the Clerk was noted.

The Asst. Clerk reported on his investigations into the use of Mobile Vehicle Activated Signs (MVAS) and their operational modes; three quotes for these devices will be obtained and the financial case put to Council at its next meeting.

*(CCllr Galley left the meeting).*

### **6. Maresfield Recreation Ground Committee:-**

i. Draft Minutes of the meeting held on 22<sup>nd</sup> August 2017 – Noted. The Clerk stated that the Committee next meets on the 28<sup>th</sup> September 2017.

**7. Communications Working Party** – Cllr Ms Hallin and the Clerk reported on the ongoing updates to the Council's web site. It was noted that Cllr Ms Hallin is assisting with social media postings.

**3074. Outside bodies matters:-**

1. **Action in rural Sussex AGM & Conference 2017.**
2. **SALC AGM & autumn conference 2017.**

Councillors to advise the Clerk if they would like to attend either of these meetings.

**3075. NWCTP – extension of the 262 Saturday bus service – latest position** – The circulated update report from NWCTP was noted. The Clerk reported that Cllr Barlow had advised that the Parish Council's account for the 262 service is currently in credit

**3076. Grant application from Maresfield Village Meadows Trust** – The Chairman summarised the history of this application and reported on a site visit he had made with along the Clerk. It was noted that the projected income/expenditure figures received showed that the Trust was viable, at least in the short to medium term. **It was resolved** by majority to make a donation of £500.00 towards the three projects listed on the grant application form.

**3077. Implementation of the General Data Protection Regulation – 25<sup>th</sup> May 2018** – The Chairman and the Clerk related the background to this matter and outlined the implications for the Parish Council and some actions that will be required.

The Clerk reported that the Asst. Clerk had attended a SALC seminar on this matter and that an Action Plan will be submitted to Council at its next meeting.

**3078. To receive a report from, and put questions to the Chairman** – No report or questions.

**3079. To receive a report from, and put questions to the Clerk** – No report or questions.

**3080. Payments to be made - for approval** – **It was resolved** to authorise payments amounting to £6,809.41 as shown on the circulated schedule.

**3081. Matters arising from the meeting for public communication** – Cllr Ms Hallin asked to be informed of any events etc. that can be posted on the Council's web site and social media. Cllr Strevens mentioned the possibility of encouraging Parishioners to become Friends of the Ashdown Forest.

**3082. 2018 schedule of meetings** – Noted.

**3083. Matters relating to Council as Trustee of Maresfield Recreation Ground (MRG)** – The Clerk reported that he was not aware of any issues or items to be raised.

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

**3073. Council bodies - To receive minutes and decisions, followed by reports from Chairmen and any questions: -**

1. **Finance & Administration Committee: -**

ii. To receive the Asst. Clerk's annual appraisal and to approve the related pay increment – The Asst. Clerk's annual appraisal was received and noted as a very good report. **It was resolved** to allow an incremental increase in the Asst. Clerk's pay, from LC-15 to LC-16.

*(The meeting reverted to open session).*

**3084. Date of next meeting – 17<sup>th</sup> October 2017 (Nutley).**

*There being no further business, the meeting closed at 21:26.*