

FRANT PARISH COUNCIL

THE MINUTES OF THE ANNUAL MEETING OF FRANT PARISH COUNCIL HELD AT FRANT MEMORIAL HALL, FRANT ON WEDNESDAY 17TH MAY 2017 AT 7.30PM

Present: Cllr Rutherford (Chair)
Cllr Mrs Kinley (Vice Chair)
Cllrs Mrs Best, Mrs Hutchings, Breese and Wright.

R.Karim Clerk
County Councillor Bob Standley
1 member of the public

1. To elect Chair

William Rutherford was proposed by Cllr Kinley and seconded by Cllr Hutchings.

Owing to a unanimous vote, it was **resolved** to elect Cllr Rutherford as Chairman of the Parish Council. Cllr Rutherford signed his Declaration of Office form.

2. To elect Vice Chair

Carmel Kinley was proposed by Cllr Rutherford and seconded by Cllr Breese.

Owing to a unanimous vote, it was **resolved** to elect Cllr Mrs Kinley as Vice Chairman of the Parish Council. Cllr Kinley signed her Declaration of Office form.

3. To receive apologies

Apologies were received from Cllrs Mrs Howell, MacDonald-Brown, Rowland and Stevens. Apologies were accepted.

4. To receive declarations of interest on items on the agenda

Cllr Wright declared a personal interest in item 14.5 on the agenda.

5. To approve the Minutes of the meeting on 19 April 2017 as a true and accurate record

The minutes of the meeting held 19 April 2017 were signed as a true and accurate record.

6. To determine matters arising from the previous Minutes for updating and noting

6.1 The Clerk said that she had written to the on-site manager at Home Farm Court in Frant to let her know about the scheme with UKPN for registering residents who may be vulnerable during a power cut. Completed.

6.2 The Clerk said she had written to Highways about whether the new grit bin in Bells Yew Green was, in fact, brand new or secondhand. Carried forward. **Action: Clerk**

6.3 The two issues of a pictorial meadow in Frant and a dog bin on Church Lane will be on the agenda in June.

6.4 The Clerk confirmed that work had been carried out to the sycamore and lime trees in Frant Green. Completed.

6.5 Cllr Standley to forward Broadband Report to Clerk. Carried forward. **Action: BS**

6.6 Cllr Standley to investigate county-level measures for monitoring air quality. Carried forward. **Action: BS**

6.7 The Clerk advised that both the asset register and risk assessment were now on the website. Completed.

6.8 Cllr Kinley advised that she had been liaising with the BYG Hall Management Committee and that they were in the process of providing information. Awaiting a copy of the Hall's insurance policy for Council records.

6.9 Cllr Rutherford brought the lease/deed records for the BYG Hall to the meeting and passed these to the Clerk for safekeeping. He explained the the ownership of the Hall building was transferred to the Parish Council 21 years ago for £1. He noted that the Hall's management committee is responsible for running, maintaining and insuring the Hall.

(Cllr Best arrived at the meeting at 7:40pm)

- 6.10** Cllr Hutchings noted that the issue of road safety at Nobles Wood had been raised at the SLR. On agenda to discuss.
- 6.11** The Clerk said she had received confirmation from ESCC that the wholesale replacement of fingerposts was eligible for match-funding. Clerk to organise application for this. **Action: Clerk**
- 6.12** The Clerk said she had searched through the documentation but had not yet located the original/supplier of the see-saw in Frant Green. Carried forward. **Action: Clerk**
- 6.13** Cllr Kinley said the flyers for the Parish Meeting had now been distributed alongside Parish News. Completed.
- 6.14** Cllr Rutherford said he had emailed WDC about the application at Wish Wood and that Cllr Howell was liaising with the Enforcement Officer about the application's progress. Carried forward. **Action: JH**
- 6.15** The Clerk confirmed that Cllr Rowland had agreed to speak with the plant nursery on the A267 about the storage of their pallets. **Action: MR**
- 6.16** The Clerk said she had received a quote for repairing the circular bench in Frant Green. On the agenda to discuss.

7. Public Forum – time limit of 15 minutes

Cllr Kinley introduced local Frant resident, Mrs Butler, noting that she had expressed an interest in becoming a councillor on the Parish Council. Mrs Butler gave a short summary of her relevant experience and highlighted her involvement in the local community. Cllr Rutherford thanked Mrs Butler for attending and said the Council would consider the possibility of her co-option on to the Council at a later meeting.

Mrs Butler asked the Council whether there had been any progress with seeking to improve communication between Frant Cricket Club and local residents. She noted she had not been approached by the Club to date. Cllr Rutherford said he met with six members of the Club's committee and that it had been a very open and positive meeting. He had suggested to the Club that they consider the guidelines espoused by the Village Cricket League about best practice for liaising with local communities. Cllr Rutherford said the Club agreed to write to Mr & Mrs Butler before the season started. Cllr Rutherford also said that he was happy, as Chair of the Council, to act as a facilitator to ensure that the relationship between the Club and the local community would be improved. Cllr Rutherford suggested Mrs Butler email him directly if she still had not heard from the Club within the next few weeks.

8. To receive reports of County and District Councillors

County

- The Council congratulated Cllr Standley on his re-election. Cllr Standley noted that the year ahead for the County posed a number of the same issues as the previous few years.
- Cllr Standley noted that the Council's Annual Parish Meeting coincided with Wadhurst Parish Council's meeting; he requested to address the Council's meeting early on so that he could attend both meetings.
- Cllr Standley confirmed that if the Council wished to display Christmas tree lights this year, it would need to obtain a licence and liaise with UKPN. He noted, however, that Rotherfield Parish Council simply use one 13 amp plug for all the LED lights along the high street in Rotherfield.
- Cllr Hutchings enquired as to what the future held for the current operators of South Eastern and Southern Rail networks. Cllr Standley said the County Council did not get involved with the bidding process but was obviously interested in the outcome and in seeing that the trains ran a decent service.
- Cllr Best enquired about the rolling-out of faster speed Broadband to more rural areas. Cllr Standley said he would send the Broadband Report to the Clerk for circulation and noted that there were funds remaining that could potentially be used to provide Broadband in more isolated areas.

District

- Cllr Rutherford noted that the production of the Local Plan by Wealden DC was being progressed.
- Cllr Rutherford said there was currently a programme running called 'Let's do Business' which offers loans of between £5000-£15000 to encourage local businesses. Clerk to post details on the website. **Action: Clerk**

At this stage in the meeting, Cllr Rutherford agreed to bring forward **Item 16.2** on the agenda to allow for Cllr Standley's involvement in the discussion. The Clerk tabled a letter from the Nevill Estate asking what level of financial contribution the Council could make to a new pedestrian crossing on the A267. Cllr Rutherford said he had emailed in response to say that the Council was happy in principle to contribute but could not yet determine what this contribution would amount to in monetary terms. Cllr Standley noted that CIL monies are usually distributed at various stages of the development rather than in one transaction.

(Cllr Standley left the meeting at 8:10pm)

9. To approve Section 1 of the Annual Return: Annual Governance Statement 2016/17

The Clerk tabled Section 1 of the Annual Return and councillors considered its content. It was **resolved** by unanimous vote to approve this Section 1 for the year ending 31st March 2017.

10. To approve Section 2 of the Annual Return: Accounting Statements 2016/17

The Clerk tabled Section 2 of the Annual Return and councillors considered its content. It was **resolved** by unanimous vote to approve this Section 2 for the year ending 31st March 2017.

11. To consider roles for councillors within the Council for the forthcoming year

It was agreed to continue with the existing split of responsibilities. Cllr Rutherford said he would email some suggestions of specific roles, particularly for those councillors who were relatively new.

Action: WR

12. Annual Parish Meeting

It was agreed that Mr Keen, at Frant Coffee Shop, should be asked to cater for the event again. Cllrs Best and Rutherford agreed to provide other refreshments.

Action: Clerk/WR/GB

13. Finance (WR)

13.1 To approve the bank reconciliation

The Clerk tabled the bank reconciliation for the period ending 5 May 2017. The Council approved the document.

13.2 To approve the accounts payable

The Clerk tabled the accounts to be paid this month and explained the various items. Aside from the payment for the insurance premium, the payments were approved.

13.3 To consider quotes for insurance, due for renewal on 1 June 2017

The Clerk said she had sought three additional quotes through Came and Company. However, they had responded that they were unable to provide quotes that could realistically compete with the Council's current provider, AON. Thus, the Clerk tabled the renewal quote and accompanying policy from AON. After some discussion, the renewal quote was approved.

14. Green Spaces (DW)

14.1 Signage and parking at Frant Green

Cllr Wright noted that the work currently being undertaken by the owners of the East Lodge at Shernfold Park Farm appeared to be almost complete. He assumed they would then revert to parking within their boundary.

Cllr Wright also noted there was a car that was often parked on the small area of grass opposite the exit from Home Farm Court on to the BYG Road, at Warren Ridge. Cllr Rutherford said this small parcel of land was probably within the ownership of Wealden DC.

14.2 Review the quote for repairing the circular bench in Frant Green

The Clerk tabled the quote for the repairs. This was approved by the Council.

Action: Clerk

14.3 Repairs to the Eridge sign and upkeep of surrounding grass area

Cllr Best advised that the brambles had now been cut away from around the Eridge sign. The base of the sign appears to be rotten and it was agreed that the Clerk should seek a quote for this from a specialist contractor. She noted there was a bench in memory of HMS Eridge near the sign and that a sum had been pledged to repair/replace it. The Council also agreed to seek a quote from its current provider, Orchard Landscapes, for maintaining the small area of grass around the sign, bench and nearby bin.

Cllr Kinley raised the issue of the lack of volunteers to help maintain the churchyard in Frant and sought the Council's views on this. It was agreed that the Clerk would also seek a quote from Orchard Landscapes about how much it would cost to cut the grass here and possibly within the churchyard in Eridge. This would be with a view to a possible cost-sharing arrangement with the Parochial Church Council.

Action: Clerk

14.4 Eridge Green

Cllr Best suggested the idea of creating a 'mini green' in Eridge, to be used by the local community. Councillors were, in general, supportive of this suggestion and it was agreed to consider the best way to go about progressing this idea.

14.5 Cricket Club

Cllr Rutherford noted that this had been discussed earlier in the meeting during the public forum. However, he added that the Council and the Club would be working together to create a mutual agreement around the Club's ongoing usage of the Green.

15. Safety in the Parish (MR)

15.1 To discuss the issue of cattle grazing on the land beyond the church and the conflict with people using this right of way

The Clerk noted that she had written to the landowner about this issue and tabled the response she had received. The Council agreed that the landowner/tenant should take all reasonable steps to prevent any potential conflicts of this kind but that users of the land (dog walkers, joggers, etc), should also be responsible in acknowledging signage, keeping their dogs on leads, and so on.

16. Highways & Lighting (SH)

16.1 To review the outcome of the SLR meeting on 24th April

Cllr Hutchings summarised the outcome of the meeting. She noted that there had been good progress on a number of points raised during the last year. It was agreed that the Clerk would write to Highways for an update on a number of items that were still outstanding.

Action: Clerk

(Cllr Wright left the meeting at 9pm)

The issue of road safety at Nobles Wood was discussed and the detailed response from Highways was noted. In particular, the suggestion by Highways to relocate the village gateway but leave the existing speed limit sign in the same position was considered. After some discussion, however, it was agreed that it was of more benefit to keep the village gateway in the same location as the speed limit sign.

16.3 To consider re-siting a street lamp at Warren Farm junction

It was agreed to contact ESCC to enquire about how the Council would go about getting the lamp re-sited and the potential cost of doing this.

Action: Clerk

16.4 To consider streetlighting at Benhall Mill Road scheme (WD/2015/2675/MAJ refers)

It was agreed that, without details and images of the types of streetlights that would satisfy the condition imposed on the original consent, the Council was not in a position to select a preferred option. It was agreed to contact the developer's agent and ask for a range of suitable options from which the Council could select the most favourable.

Action: Clerk

16.5 To consider proposed stopping-up of the highways at Benhall Mill Road

Cllr Rutherford requested that this be placed on the agenda for the next planning meeting to allow for him to consider further what the proposal might mean in practice.

Action: Clerk

17. Communications (CK)

17.1 Eridge Fair and other events being organised by the Eridge Estate

It was agreed that the Council stall should have a treasure map with prizes as an attraction and this item should be reviewed at the meeting in June to establish rotas, etc.

The Clerk noted that two other events had been proposed by the Estate and councillors noted some local concern about the large number of people expected to attend and the timing of these events. It was agreed that the Clerk write to Mr Bee suggesting ways to improve communication and keep local residents informed.

Action: Clerk

18. Planning Matters (VB)

18.1 To approve the Minutes of the Planning Meeting on 3rd May as a true and accurate record

The Minutes were approved as a true and accurate record.

18.2 To make recommendations about Planning Applications received

- **WD/2017/0923/FR – 18 Broomfield, Bells Yew Green, TN3 9AF**
Retrospective application for a change of use from live/work to residential.

The Council did not raise any objections to this application but did note, with some regret, that the live/work units envisaged in the original scheme had not been successfully borne out.

- **WD/2017/0844/F – Yew Trees, Hawkenbury Road, Frant, TN3 9AP**
Extension to rear of property and internal alterations. **WD/2017/0845/LB** also refers.

The Council agreed its support for this application.

- **WD/2017/0915/F – 11 Rushlye Close, Bells Yew Green, TN3 9BB**
Removal of side conservatory and erection of two storey side extension.

The Council did not raise any objections to this proposal.

18.3 To consider decisions made by Wealden District Council

- **WD/2017/0676/F – Holly House, The Green, Frant, TN3 9DN**
Approved on 9th May
- **WD/2017/0419/F – Rowden Farm, Down Lane, Frant, TN3 9HP**
Proposed ground floor, first floor extension together with new porch.
Approved on 13th April

- **WD/2017/0437/F – 3 Rushlye Cottage, Hawkenbury Road, Frant, TN3 9AP**
Single storey rear extension, including conversion of outbuilding
Approved 25th April
- **WD/2017/ - Barelands Farm Cottages, Bells Yew Green, TN3 9BD**
Single storey extension
Approved on 25th April

The decisions were noted.

19. Chairman’s Announcements & Correspondence for noting

Nil.

20. Correspondence

Nil.

21. Urgent issues at the discretion of the Chairman for noting or inclusion on future agenda

Nil.

There being no further business the meeting closed at 9:35pm.

Action Points

Clerk to investigate new grit bin in BYG.	Clerk
To forward the Broadband Report to the Clerk for circulation.	BS
To investigate what measures are in place at the county level for monitoring air quality.	BS
Clerk to put application for match funding together for the work to two fingerposts.	Clerk
Clerk to find out who the original supplier of the see-saw in Frant Green was.	Clerk
Cllr Howell to continue to liaise with Enforcement about the Wish Wood application.	JH
To speak directly with the Flowerpot Nursery about the pallets that are mounting up on the right-hand side of the site.	MR
Clerk to post details of ‘Let’s Do Business’ initiative on the website.	Clerk
To email councillors with suggestions for possible roles for them during the forthcoming year.	WR
Clerk to ask Mr MacGregor-Gould to repair the circular bench as per his quote.	Clerk
Clerk to seek quotes from Orchard Landscapes for maintenance in the churchyards and around the Eridge sign.	Clerk
Clerk to contact ESCC for advice about how the Council goes about relocating a street lamp attached to an electricity pole at the Warren Farm junction.	Clerk
Cllr Rutherford to examine further the proposals for stopping-up works at Benhall Mill Road. To be placed on next Planning Meeting agenda.	WR/Clerk
Clerk to write to Mr Bee concerning upcoming events at Eridge Park, to ensure good communication about the arrangements.	Clerk
Items for the June agenda will include a new dog bin on Church Lane, a pictorial meadow in Frant and the Eridge Fair.	Clerk
Clerk to seek an update from Highways about the actions arising out of the recent SLR meeting.	Clerk
Clerk to ask the agent for the developer of the Benhall Mill Road site (approved scheme) for details and images of options for streetlighting.	Clerk