

FRANT PARISH COUNCIL
MINUTES OF A MEETING OF FRANT PARISH COUNCIL HELD AT
FRANT MEMORIAL HALL, FRANT
ON WEDNESDAY 18th JANUARY 2017 AT 7.30PM

Present: Cllr Rutherford Chair
Cllrs Mrs Best, Mrs Howell, Wright, MacDonald-Brown, Rowland
Rosie Karim Clerk
County Cllr Standley

Four representatives of the Bells Yew Green Society
One representative of the Frant Garden Society
One member of the public

1. To receive apologies

Apologies were received from Cllrs Mrs Kinley, Mrs Hutchings and Stevens . Apologies were accepted.

2. To receive declarations of interests on items on the Agenda and changes to the Register of Interests

None.

3. To approve the minutes of the Full Council Meeting on 13th December 2016 as a true record

The minutes of the meeting were approved and signed as a true and accurate record.

4. To determine matters arising from the previous minutes for updating and noting

- 4.1 The Clerk said she had written to Frant Nursery about proposals to acquire adjacent land for their use. Completed.
- 4.2 Cllr Howell had contacted Home Farm Court (HFC) who said they did not have a defibrillator. Completed.
- 4.3 Cllr Rutherford gave some background about the fenced-in area of land at Mr Burgess' property. It was agreed that the previous Chair would be contacted for his recollection about events concerning this land. It was suggested that long-term residents be contacted for any recollection they may have. **Action: WR / JH**
- 4.4. The Clerk advised she had received a response from Network Rail about loose ironwork to the bridge in Bells Yew Green. They have issued their contractor with a 20-week priority, depending on when a road closure is granted to carry out repairs. They also suggested that gutters should be created around the bridge. Clerk to contact Highways. **Action: Clerk**
- 4.5 Cllr Rutherford is going to arrange to meet with the owner of the corner shop in Frant to discuss next steps, in terms of advertising. Carried forward. **Action: WR**
- 4.6 Cllr Standley is going to contact the occupants of 1 Park View to advise about drainage, following the A267 roadworks. Carried forward. **Action: BS**
- 4.7 Cllr Standley said he had investigated broadband issues in Little Bayham and they were now being resolved. Completed.
- 4.8 Cllr Standley confirmed that the gullies near 1 Holly Cottage had been cleared. Completed.
- 4.9 Fingerposts - on agenda to discuss.
- 4.10 Asset register - on agenda to discuss.
- 4.11 The Clerk advised that the speed surveys in Bells Yew Green should now be complete. Awaiting results. Carried forward.

- 4.12 Risk assessment - on agenda to discuss.
- 4.13 It was noted that the Frant Friendship Group uses Wealdlink and that this should be a consideration in terms of whether the Council continues its funding. Clerk to find out more information about this. Carried forward. **Action: Clerk**
- 4.14 The Clerk advised that L. Murray from Frontspace can do one-to-one website training in the evening. Clerk to organise. **Action: Clerk**
- 4.15 Request for information from UKPN for list of vulnerable residents now on website. Carried forward.
- 4.16 The Clerk advised that the Parish Council had now opted back into the sector-led external audit. Completed.
- 4.17 The Clerk advised that the Parish Council had now written to her about pension provision, thereby fulfilling its duties. Clerk to officially declare this with the Pensions Regulator. **Action: Clerk**
- 4.18 Traffic register updated. Completed.
- 4.19 Clerk advised she had written to Mr Bee regarding a contribution to the puffin crossing. Completed.
- 4.20 The Clerk advised that she had written to Treework in mid-December to commission the initial phase of agreed works. Carried forward.
- 4.21 Cllr Rutherford noted that WDC were aware of the Parish Council's intention to adopt the local phone boxes. Awaiting next steps. Carried forward.
- 4.22 Cllr Rutherford said that in order to trigger an investigation by WDC into whether the remaining part of Eridge could be subsumed within the boundary of the Parish Council, a petition needed to be drawn with the signatures of at least 50% of the residents of Eridge. Clerk to advise Cllr Stevens of this. **Action: Clerk**
- 4.23 The Clerk noted that WDC's enforcement team had considered the excessive lighting at the farm along the A26 but suggested it was more an environmental issue, rather than a planning issue. It was agreed that Cllr Howell would liaise with WDC about this, particularly given WDC's 'dark skies' objective. **Action: Cllr Howell**

5. Public forum

The Bells Yew Green Society attended the meeting to ask, firstly, whether the Council would agree to a Christmas tree on BYG green by the millennium sundial. It was agreed that the Council was supportive of the idea and suggested the Society attend the Council's meeting in November to discuss further. Secondly, the Society noted the ongoing problem of people parking on the green in BYG and asked the Council's opinion as to how to tackle this. It was agreed that this was an issue, as at Frant too, and that the Council would consider erecting posts around the green in BYG. The option of stickering cars as a deterrent was also considered. Lastly, the Society asked whether the Council was responsible for clearing the gutters within Broomfield. It was agreed that the Clerk would investigate whether it was an adopted road or a private road. **Action: Clerk**

A representative from the Frant Garden Society attended and gave some detail about the proposed Open Gardens event to be held on 3rd June, between 11am – 4pm. She asked whether the Council would begin to think about how the funds raised through the event could be used to improve the green in Frant. She also enquired whether the Council could provide some funds in advance of the event to cover the costs of printing, etc. Cllr Rutherford suggested this should be discussed at the next meeting and that the Society could also consider getting sponsorship for the leaflets and maps from local businesses.

6. To receive reports of County and District Councillors

County

Cllr Standley again noted the pressures on County's funds and said the proposed recommendation for an increase in funds was going to Cabinet the following week. He noted there was a capital budget of £91 million over five years for improvements to highways and an additional £846,000 for repairing potholes.

District

Cllr Howell noted two events were taking place on 26th January and 20th April for anyone affected by dementia – contact Z. Clarke or D. Peters at WDC for more information. Cllr Howell also noted another event to be held on 16th March called 'Friends Against Scams' to raise awareness about fraud. She also noted that there had been some widespread disruption to the waste and recycling services in the district and that this was due to the cold weather.

Cllr Rutherford advised that the Government had launched a consultation about night flights and that we should respond to this. He agreed to forward the information to the Clerk for posting on the website.

Action: WR/Clerk

7. Risk Management and the Asset Register

The Clerk advised that the Council had various duties with respect to maintaining an up to date risk assessment and asset register and that these should be available on the website for the public to view. She noted that various risk assessments needed to be carried out regularly and be properly signed and documented. She suggested forming a sub-committee to take this forward. After some discussion, it was agreed that responsibility for the various categories of the assessment would be allocated to councillors and they would then produce a list of items to be assessed. Cllr Rutherford agreed to produce a list of categories for distribution.

Action: WR

8. Finance (WR)

8.1 To consider amount for precept for 2017/18

Taking account of the Council's current level of reserves and also the impact on Band D properties as a result of the proposed budget, it was **resolved** to request an increase for 2017/18 of 1.95% over and above last year's precept figure. Clerk to submit request to WDC.

Action: Clerk

8.2 To consider list for distribution of Henry Smith funds

The Clerk had circulated a list of proposed recipients prior to the meeting. This list was agreed and no changes suggested. It was agreed that the list be sent to Frant Post Office and Reverend Packman for their input. Should there be any changes suggested, it was agreed the Clerk would circulate these via email for comment.

Action: Clerk

8.3 To approve accounts payable

Payee Name	Transaction Detail	Chq Ref	Amount
R.Karim	January, salary and expenses	2902	£793.16
HMRC	Income tax and NI - December	2903	£42.36
TOTAL			£835.52

The accounts were approved.

9. Neighbourhood Plan

Cllr Rutherford tabled a document he had drafted entitled 'How does the community engagement work' and also circulated some examples of consultation documents compiled by other councils. It was agreed that any consultation document for Frant Parish should be relatively concise and seek only broad responses, rather than site-specific suggestions. Cllr Rutherford advised that the Council would lead the process but that a wider body needed to be formed, representing the three communities within the Parish. It was agreed that all councillors would make enquiries to garner interest for being involved in a 'committee' to take forward the Plan in the coming months.

Action: All Cllrs

10. Safety in the Parish (MR)

Cllr Rowland noted that there were still a number of fraud cases taking place, notably from those claiming to be from Amazon, and also from fake charities.

Cllr MacDonald-Brown said he had witnessed the aftermath of a motorbike accident outside BYG railway station on Friday 20th January, caused by an icy patch on the road, resulting from water seeping onto the road from within the station boundary. He said he had informed Highways about the accident early in the afternoon on the same day and suggested they put up some warning signs for the forthcoming weekend. He noted that, unfortunately, this did not happen.

Cllr MacDonald-Brown also noted that there had been several collisions with deer within the Parish.

10.1 To consider a contribution to a crossing patrol outside Frant Primary School

It was agreed that Church Lane was potentially dangerous around school drop-off and pick-up times. It was **resolved** to support the patrol through an annual donation of 10% of the patrol's salary, to be reviewed annually. Clerk to write to the school to inform them of this.

Action: Clerk

11. Highways and Lighting (SH)

Cllr Rutherford asked the Clerk to notify Highways about light number 501 above a 'no entry' sign, which is out of order.

Action: Clerk

12. Green Spaces (DW)

12.1 Fingerposts

The Clerk had circulated a list of fingerposts within the Parish prior to the meeting. She noted that a specialist company had proposed a figure of £350 per day to assess the state of repair of the existing fingerposts. It was considered that this amount was excessive and that councillors from each village could undertake this instead. Cllr Standley said that other councils had used a company called JAKK and he agreed to forward their details to the Clerk. A member of the public present at the meeting suggesting contacting Withyam Parish Council for advice about a recent assessment and repair of their fingerposts.

Action: Cllr Standley / Clerk

Cllr Rutherford noted that a local resident had raised the issue of a fingerpost outside Frant Memorial Hall that was no longer there. Cllr Howell agreed to speak with local residents for their recollection of this fingerpost.

Action: Cllr Howell

There was a query about which fingerposts were within the Parish boundary, particularly around Broadwater Forest Lane. Cllr Best agreed to look into this.

Action: Cllr Best

Cllr Howell raised the issue of what looks like subsidence in front of Gable Cottage in Frant and it was agreed to raise this at the next SLR meeting. Ongoing erosion on the road up from the post office was noted and it was considered that the general issue of erosion be considered in the spring. Clerk to write to the local resident who raised the issue.

Action: Clerk

Cllr Howell also raised the issue of the edging stones outside a property along the Bells Yew Green Road and queried whether they had benefitted from planning permission.

Action: Clerk

Two benches along the same road were identified as having little utility, owing largely to their location. It was agreed to obtain a quote for their removal.

Action: Clerk

(Cllr Howell left the meeting at 9.10pm)

In addition, Cllr MacDonald-Brown noted that the bench on BYG green, which is well used, is currently in need of repair.

Action: Clerk

(Cllr Standley left the meeting at 9.15pm)

13. Communications (CK)

Nil to report.

14. Planning Matters (VB)

14.1 To note that the meeting on 4th January 2017 was not quorate and did not proceed.

Noted. Cllr Rutherford took the opportunity to remind councillors to give their apologies in advance of meetings.

14.2 To make recommendations about Planning Applications received:

- **WD/2016/2973/F – 4 Broomfield, Bells Yew Green, Frant, TN3 9AF**
Proposed rear extension.
The Parish Council was in support of this application.
- **WD/2016/3046/F - The Old Saw Mill, Furnace Lane, TN3 8BD**
Proposed design for pool house extension.
The Parish Council was in support of this application.
- **WD/2017/2643/F – Thatched Cottage, Eridge Road, Eridge Green, TN3 9JU**
Single-storey rear extension. Modified rear entrance. New side window in sitting room.
Windows to rear of sitting room replaced with patio doors. Relocation of ground floor WC to study. Rebuilding of existing garden retaining wall and steps. **WD/2017/2644/LB** also refers.
The Council noted the listed status of the building and raised no objections.

14.3 To note decisions from Wealden District Council and applications withdrawn

- **WD/2016/1519/MAJ – Land at Fern Close, Frant, TN3 9DB**
15 new dwellings (of which five are affordable homes) comprising four one-bed, five two-bed and six three-bed properties, along with associated infrastructure (including contributions towards the provision of a dedicated pedestrian crossing over Frant Green Road), the retention of the stewardship car park, ancillary parking, landscaping and internal service roads.
Approved on 22nd December, 2016.
Noted.
- **WD/2016/2128/FR – Laundry Cottage, Furnace Lane, Little Bayham, TN3 8BD**
Extension to the residential curtilage.
Approved on 20th December, 2016.
Noted.
- **WD/2016/2692/F – Murree, Church Lane, Frant, TN3 9DX**
New porch to front elevation, new two-storey extension to east side and single-storey rear extension to the south, removal of existing rear conservatory and to widen access and enlarge existing gravel drive.
Approved on 19th December, 2016.
Noted.

With the consent of the Chairman, the Clerk tabled two additional approvals that had been notified prior to the meeting, as follows:

- **WD/2016/2912/F – 1 Leafwood, Bells Yew Green Road, Frant, TN3 9BE**
Single-storey rear extension.
Approved on 17th January 2017.
Noted.
- **WD/2016/2939/F – 5 Warren Ridge, Frant, TN3 9EF**
Single storey extension to rear to create ground floor disabled person accommodation. Drive access to rear of property for wheelchair.
Approved on 17th January 2017.
Noted.

15. Chairman’s announcements & correspondence for noting

Cllr Rutherford tabled a letter from a local Frant resident who volunteers in St Alban’s Church. The letter referred to the ongoing problem of dog-walkers not cleaning up after their dogs. It was suggested that as the churchyard is private land, the action the Council could take was somewhat limited. It was proposed that the Council write to the PCC and suggest an additional sign in the churchyard and to invite a church warden to come to a meeting to provide more context.

Action: Clerk

16. Correspondence

None.

17. Urgent issues at the discretion of the Chairman for noting, or for inclusion on a future agenda

None.

There being no further business, the meeting closed at 9:30pm.

Action points from meeting on 18th January 17

To seek further information about the status of the land at Mr Burgess' property from local long-term residents and previous Council Chairman.	JH/WR
To meet with the owner of the corner shop in Frant to discuss next steps in terms of business advertising.	WR
Cllr Standley to contact the occupants of 1 Park View to advise about drainage, following the A267 roadworks. Carried forward.	BS
To find out more information about Wealdlink and its users.	Clerk
To organise website training with L. Murray from Frontspace.	Clerk
Neighbourhood Plan - Cllrs to identify local residents to sit on a working party and to start thinking about baseline information and evidence gathering.	All Cllrs
Re: UKPN's request for list of vulnerable residents, all Cllrs to consider anyone who may benefit from being on this list.	All Cllrs
To inform Cllr Stevens of next steps in seeking an amendment to the Parish boundary.	Clerk
To liaise with WDC about excessive lighting at a farm on the A26.	JH
To speak with long-standing residents who may recollect a fingerpost outside Frant Memorial Hall.	JH
Cllr Standley to forward details of JAKK, re: fingerpost repair.	BS/Clerk
To compile list of categories for taking forward risk assessment.	WR
To write to Highways about installing gutters near bridge in BYG	Clerk
To write to the Pensions Regulator to inform them that the Council has carried out its duties with respect to the workplace pension.	Clerk
WR to forward information re: consultation about night flights to Clerk for posting on website.	WR/Clerk
To determine the status of the road within Broomfield, BYG.	Clerk
To write to Reverend James and the corner shop re: distribution of Henry Smith funds.	Clerk
Submit precept request for 2017/18.	Clerk
To write to Frant Primary School about donation to its crossing patrol.	Clerk
To inform ESCC about light no 501, which is out of order.	Clerk
To investigate which fingerposts are within the Parish boundary near Broadwater Forest Lane.	VB
To respond to local resident about erosion near the green.	Clerk
To determine whether the edging stones outside a property along the BYG Road has had planning permission.	Clerk
To obtain a quote for repairing the bench on BYG green and for the removal of two benches on BYG Road.	Clerk
To write to Frant with Eridge PCC about suggestions for controlling dog mess in the churchyard.	Clerk