

# FLETCHING PARISH COUNCIL

**Clerk: Lorna Thwaites**

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org

The minutes of the meeting of Fletching Parish Council held at **Fletching Village Hall** on **Monday 01 July 2019 at 7.30pm**. *The clerk reported the meeting would be recorded*



## PUBLIC SESSION - Questions received from the public:

A member of the public advised that the Parish Magazine has published a start time of 7pm for the parish council meeting. The meeting start time was changed to 7.30pm in May 2019. Clerk to request that the Parish Magazine is updated to show the correct time.

Item	Description	Responsible
67.	<b>Members Present:</b> Cllr Rothery (Chairman), Cllr Sainsbury (Vice-Chair), Cllr Kerwood, Cllr Collum, Cllr Minch, Cllr Shaw, Cllr Hannay, Cllr Borton, Cllr Greenish. Also present: District Cllr Galley, Lorna Thwaites (clerk and RFO) and 2 members of the public. <b>Apologies for absence:</b> None received	Chairman
68.	<b>Declarations of interest in respect of matters to be discussed:</b> Cllr Hannay declared he is a school governor for Fletching Primary School	Chairman
69.	<b>Report from the District Councillor:</b> <i>Wealden District Council (WDC):</i> The Biffa contract started 01 July and they have been pro-active in sorting out problems left by Kier.	District Cllr Galley
70.	<b>Minutes of the Annual Council Meeting held on 03<sup>rd</sup> June 2019.</b> The council <b>RESOLVED</b> to accept the minutes as an accurate record and they were signed by the chairman.	Chairman
71.	<b>Finance/Administration:</b> <b>1. Finance</b> i) Payments for July were <b>AUTHORISED</b> and the bank reconciliation <b>NOTED</b> . ii) Bank reconciliations for the first quarter were <b>SIGNED</b> by Cllr Shaw. iii) The budget review prepared by the Clerk for the first quarter was <b>NOTED</b> by the Council. The Clerk highlighted the spend to-date against the training budget. The Council <b>AGREED</b> to review this allocation at the next council meeting. The Council discussed the budget allocation for small grants and <b>RESOLVED</b> to promote the application process via the Parish Magazine. iv) The Clerk advised the Council that an amendment to the Data Protection Bill excludes the requirement of Parish Council's to appoint a DPO. The Council <b>RESOLVED</b> not to renew the contract with Satswana for DPO Services. <b>2. Burial Ground</b> i) The clerk reported on recent activity including an interment on 19 <sup>th</sup> June; the request for a headstone to be erected and the cleaning of tablet. ii) Cllr Hannay advised the council that the Burial Ground would benefit from some minor works to tidy it up. Cllr Hannay <b>AGREED</b> to provide a report of works required and a risk assessment of the Burial Ground at the next council meeting. The Clerk was asked to check past work undertaken on the Yew hedge in the Burial Ground. Cllr Collum offered to visit the burial ground to review the current state of the Yew hedge.	Chairman  Clerk Finance Grp  Full Council  Cllr Hannay  Clerk Cllr Collum
72.	<b>Support for Fletching Church of England Primary School in its defence against closure.</b> Cllr Hannay requested the parish council support the school as a key part of the Parish of Fletching community. He made the Council aware that Core Funding to schools is being reduced and this particularly impacts on small schools. The current forecast for Fletching School is a deficit budget	Cllr Hannay

# FLETCHING PARISH COUNCIL

Clerk: Lorna Thwaites

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org



Item	Description	Responsible
	<p>for the next 2 years as a result of the governments new funding formula for schools. Cllr Hannay requested that the council consider if there are any financial options available to support the school. The council <b>RESOLVED</b> to support Fletching school in its efforts to avoid closure in all ways open to it, including the possibility of financial support.</p> <p>The Council <b>RESOLVED</b> that the finance working group consider available options and put forward a proposal at the Parish Council meeting on 3<sup>rd</sup> September.</p> <p>The Council acknowledged the good work of the PTA in contributing funds to the school.</p>	Finance Grp
73.	<p><b>Planning applications:</b>  <b>Comments made by delegation to the following applications:</b>  <u><b>Application No. WD/2019/0947/LB (Expiry date for comments: 28 June 2019)</b></u>            APARTMENT 2, SHEFFIELD PARK HOUSE, SHEFFIELD PARK, UCKFIELD, TN22 3QZ            INTERNAL ALTERATIONS/UPGRADE WORKS TOGETHER WITH INSTALLATION OF WOOD BURNER AND REPLACEMENT OF 4 NO.ROOFLIGHTS.            Comments by Cllrs with delegated planning responsibility:            It is very nice apartment in Sheffield Park House and therefore must be treated with care. The work on the skylights is necessary and acceptable. The modernisation of the boilers is obviously essential however the council were concerned about the installation of a wood burning stove in the drawing room. It is a beautiful room with a magnificent fireplace and the council feel a woodburning stove is completely inappropriate. Modernisation of the radiators to give out more heat would be a better idea. The conversion of the dining room to a kitchen may be appropriate for the use of the apartment however the council feels that it is very important that no alterations are done to the doors, ceiling, cornicing or the window so that the room could be reconverted to its earlier use as a dining room or morning room. It is very important that no alterations take place on the original structure.            The council also suggests that photographs are taken of the dining room before it is changed into a kitchen to have a record.  <b>Applications and any others that arrive before the meeting:</b>            None received</p>	Cllrs with delegated planning responsibility
74.	<p><b>Planning decisions received from Wealden District Council</b>  <u><b>WD/2019/0779/F - RAVEN OAK, MILL LANE, FLETCHING, TN22 3SR</b></u>  <b>CONSTRUCTION OF DETACHED RESIDENTIAL ANNEX CONTAINING DOUBLE OPEN GARAGE AT GROUND FLOOR LEVEL AND ACCOMMODATION ANCILLARY TO THE HOUSE AT GROUND AND FIRST FLOOR LEVEL WITH ASSOCIATED WORKS</b>            Wealden District Council decided to <b>APPROVE</b> the application on 6 June 2019.  <u><b>WD/2019/0780/F RAVEN OAK, MILL LANE, FLETCHING, TN22 3SR</b></u>  <b>CONSTRUCTION OF TWO STOREY SIDE/REAR EXTENSION TO HOUSE AND DEMOLITION OF EXISTING CAR PORT</b>            Wealden District Council decided to <b>APPROVE</b> the application on 7 June 2019.  <u><b>WD/2019/0959/F 2 CHURCH FARM BUNGALOWS, CHURCH STREET, FLETCHING, TN22 3SG</b></u>  <b>PROPOSED LOFT CONVERSION, SINGLE STOREY REAR EXTENSION, GARAGE CONVERSION, AND INTERNAL ALTERATIONS</b>            Wealden District Council decided to <b>APPROVE</b> the application on 25 June 2019.</p>	WDC
75.	<b>Fletching Parish Council Working Groups:</b>	Full Council

# FLETCHING PARISH COUNCIL

Clerk: Lorna Thwaites

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org



Item	Description	Responsible
	<p>i) The Council <b>AGREED</b> that Cllr Greenish would join the working groups of the Recreation Ground and Planning.</p> <p>ii) The Council <b>AGREED</b> that Cllr Kerwood would join the Highways working group.</p> <p>iii) The Council <b>AGREED</b> that the Highways working group would benefit from additional support and expertise offered by co-opting a non-councillor on to the group. Cllr Sainsbury proposed that Mr Wes Constantinou be co-opted onto the Highways group due to his experience working on this area during his time as a Parish Councillor and his knowledge of drainage in the Parish.</p> <p>iv) The council <b>RESOLVED</b> to appoint a non-councillor to council Highways working group</p> <p>v) The Council <b>RESOLVED</b> that the role would be non-voting role.</p> <p>vi) The Council <b>RESOLVED</b> to appoint Mr Wes Constantinou to the Highways working group. Mr Constantinou was thanked for his voluntary support.</p>	
76.	<p><b>Audio recordings made by the Parish Council:</b></p> <p>The council <b>RESOLVED</b> that audio recordings would continue to be made by the council. In accordance with the Standing Orders these would be deleted once the council had approved the draft minutes. The Clerk was asked to update the Data Retention Policy and the Filming and Recording of Meetings Policy.</p>	<p>Full Council</p> <p>Clerk</p>
77.	<p><b>Clerk's report:</b></p> <p>The Clerk updated the Council on actions she had undertaken on behalf of the council.</p>	Clerk
78.	<p><b>Correspondence Received:</b></p> <p>i) Frances Carne Associates - Dog fouling stickers - the council <b>RESOLVED</b> not to purchase stickers as they did not feel these would have an impact on the members of public who allow their dogs to foul in the Parish.</p> <p>ii) Local Resident - Highways issues at Splaynes Green. The Council <b>NOTED</b> the receipt of this correspondence. This item was discussed and minuted under agenda item 13.</p> <p>iii) Re-stocking of oak trees on Bell Lane - the council <b>NOTED</b> the receipt of this correspondence which had been received by the Clerk subsequent to the agenda being published. The council <b>RESOLVED</b> that this is not a parish council matter but one for the landowner to resolve with the Forestry Commission.</p>	Clerk
79.	<p><b>To review actions taken regarding the safety of the junction at Splaynes Green</b></p> <p>Cllr Sainsbury reported issues with drains which block easily at Splaynes Green which can cause problems on the roads with surface water. A local resident attending the meeting, helps to maintain the drains near his property. He gave his view on the problems that exist at Splaynes Green. Cllr Sainsbury has reported the drainage problems to ESCC Highways who recently inspected the drains but reported no issues due to the dry weather.</p> <p>Concerns were also raised regarding the staggered junction layout and road markings which need to be refreshed.</p> <p>Cllr Sainsbury <b>AGREED</b> to discuss the issues with East Sussex Highways at the SLR meeting 4<sup>th</sup> July 2019</p>	<p>Cllr Rothery/Cllr Sainsbury</p> <p>Cllr Sainsbury</p>
80.	<p><b>To receive an update on Fingerposts:</b></p> <p>i) Cllr Sainsbury reported that works have been agreed with JAKK who are removing 2 posts by Friday 5<sup>th</sup> July. They will be re-instated by the end of the month. The council <b>AGREED</b> that the Clerk should apply for match-funding from ESCC.</p> <p>iii) Cllr Kerwood <b>REPORTED</b> that he had refurbished 2 village signs and they have been re-installed. On behalf of Northall Farm he offered to match-fund the works undertaken and would submit an</p>	<p>Cllr Sainsbury</p> <p>Cllr Kerwood</p> <p>Full Council</p>

# FLETCHING PARISH COUNCIL

Clerk: Lorna Thwaites

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org



Item	Description	Responsible
	invoice to the council for £100 per sign for works undertaken. The Council expressed thanks to Cllr Kerwood for undertaking this work and for the funding contribution made by Northall Farm. iv) The Council acknowledged the kind offer of support from a local volunteer and <b>AGREED</b> that he could be asked to rub down and renovate a couple of fingerposts that were not requiring significant work. Cllr Sainsbury to send the detail of suitable fingerposts to the Clerk.	
81.	<b>To receive updates on the following items:</b> i) The application to have Fletching Stores declared an Asset of Community Value has been made. A decision will be reached on or before 30 <sup>th</sup> July ii) Pump House restoration project - Cllr Minch <b>CONFIRMED</b> to the Council that the pump house building isn't Listed. The Council working group are meeting with DGC Historic Buildings Consultants on Friday 5 <sup>th</sup> July and will report back to the council at the September meeting. <i>Cllr Galley left the meeting at 20.54</i> iii) Splaynes Green Phone Box restoration - a request for volunteers has been put in the Parish magazine. iv) The Recreation Ground working group has had preliminary discussions about how Maresfield have structured their recreation ground committee. The Clerk was asked to request a meeting with Maresfield Parish Council/Recreation Ground Committee. v) Village Gateways are under consideration by the PRA. Cllr Sainsbury to speak with ES Highways regarding their design specification. Cllr Borton advised the PRA will put full proposal for the Parish Council.	Cllr Hannay  Cllr Minch,  Cllr Sainsbury  Cllr Rothery  Cllr Sainsbury Cllr Borton
82.	<b>Content for the next Parish Magazine was AGREED as:</b> Small grant application process Restoration of Fingerposts update Splaynes Green Highways concerns and the actions of the Parish Council	Full Council
83.	<b>Coverage for the Clerk's annual leave:</b> It was <b>AGREED</b> that Cllr Hannay would cover burial ground matters and Cllr Collum to receive planning applications.	Full Council
84.	<b>i) Attendance was AGREED at the following training/events:</b> Cllr Sainsbury - Cllr Briefing and Awareness Training, 16 July Uckfield East Sussex ALC AGM & Autumn Conference - 10 October Eastbourne <b>ii) To receive an update on training attended:</b> Cllr Briefing and Awareness Training was attended by Cllrs Minch, Borton, Hannay and Greenish. It was considered a good course and very informative. The cllrs raised the recommendation made on the briefing that councillors should have council specific email addresses.	Full Council  Cllrs Borton, Greenish, Hannay and Minch
85.	<b>Items AGREED for the next parish council meeting:</b> To agree the Council's response to East Sussex Highways changes to SLR meetings To receive applications for small grants with Fletching Parish Council To resolve to adopt council specific email addresses To receive a report from the Finance working group regarding support for Fletching Primary School	All
86.	<b>Close of meeting - 21.08</b>	
87.	<b>Date of Next Meeting:</b> Monday 2 <sup>nd</sup> September 2019 - 7.30pm, Fletching Village Hall	Full Council