

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 13 May 2019 at 7.30pm**. *The clerk reported the meeting would be recorded*

PUBLIC SESSION - Questions received from the public:

No questions were received

Item	Description	Responsible
19.	<p>Welcome and Introductions:</p> <p>Members Present: Cllr Roundell (retiring Chairman), District Cllr Galley, Cllr Kerwood, Cllr Rothery, Cllr Collum, Cllr Sainsbury, Cllr Minch, Cllr Shaw, Cllr Hannay, Cllr Borton Also present: Lorna Thwaites (clerk and RFO) and 1 member of the public Cllr Roundell welcomed the newly elected councillors</p>	Chairman (retiring)
20.	<p>Election of Chair:</p> <p>i) Cllr Rothery was nominated as Chairman by Cllr Sainsbury and seconded by Cllr Kerwood. No further nominations were received. The council RESOLVED to elect Cllr Rothery as the Chairman for the Fletching Parish Council by unanimous vote. ii) The Chairman duly signed the Declaration of Office Form. The outgoing Chairman, Peter Roundell was thanked by the Council for all his help and for the quiet and dignified manner in which he contributed to the work of the Parish Council during his term of office. Peter Roundell left the meeting.</p>	Full Council
21.	<p>Election of the Vice-Chairman of Fletching Parish Council:</p> <p>Cllr Sainsbury was nominated by Cllr Collum and seconded by Cllr Kerwood. No further nominations were received. It was RESOLVED to elect Cllr Sainsbury as the vice-chair by unanimous vote.</p>	Full Council
22.	<p>Apologies for absence:</p> <p>The council received and accepted apologies from Cllr Damien Greenish who was away with commitments made prior to his election to the council.</p>	Chairman
23.	<p>Delivery of the Acceptance of Office forms:</p> <p>All present councillors delivered the Acceptance of Office forms to the Clerk who duly witnessed and signed them. Cllr Greenish had already signed his form in the presence of the Clerk.</p>	Full Council
24.	<p>Declarations of interest in respect of matters to be discussed:</p> <p>Councillors Collum, Kerwood, Hannay, Minch and Borton submitted their signed Register of Interest forms to the Clerk. Cllrs Shaw and Rothery to send their forms to the Clerk. Cllr Greenish had already given his Register of Interest to the Clerk. No further interests were declared in respect of matters to be discussed.</p>	Full Council
25.	<p>Minutes of the meeting held on 08th April 2019:</p> <p>The council RESOLVED to accept the minutes as an accurate record and they were signed by the chairman.</p>	Chairman
26.	<p>Minutes of the SLR meeting of 10th April 2019:</p> <p>The minutes were NOTED as received by the members of the council. The purpose of the Strengthening Local Relationships (SLR) meeting with East Sussex Highways was explained by Cllr Sainsbury for the benefit of the new council. Cllr Sainsbury AGREED to send the Highways Issue Log to the clerk to forward on to councillors.</p>	Cllr Sainsbury
27.	<p>Formation of Working Groups:</p> <p>i) The council NOTED the receipt of the current structure of the working groups for the council.</p>	Full Council

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	<p>Cllr Collum raised a suggestion that a member of the public be co-opted to the planning group. The council RESOLVED to review the skills of the new council and to see if there is a need for a co-opted member to the planning group after roles have been allocated.</p> <p>It was AGREED to combine the Finance and Staffing group and Community Safety with Health and Community Services.</p> <p>An explanation of the current structure of the Recreation Ground was provided by Cllr Rothery. The council AGREED to form a working group for the Recreation Ground project.</p> <p>Cllr Kerwood offered to stay as representative for the recreation ground.</p> <p>Cllr Hannay offered to take on the role of representative for Fletching Primary School as he is a school governor.</p> <p>Cllr Rothery requested councillor to email the clerk with areas of their interest.</p> <p>ii) The council RESOLVED to postpone finalising the arrangements for working groups reporting back, until the working groups had been agreed.</p>	
28.	<p>Standing Orders and Financial Regulations:</p> <p>The clerk advised the council that the Standing Orders now incorporated the NALC model standing orders 2018.</p> <p>The Standing Orders and Financial Regulations were reviewed and ADOPTED by the council</p>	Full Council
29.	<p>Eligibility of the Council with regards to meeting the criteria for the exercise of the General Power of Competence:</p> <p>The Clerk explained the General Power of Competence which requires the clerk to hold the CiLCA (Certificate in Local Council Administration) qualification for the council to be eligible to use this power. The council does not currently meet the criteria. The clerk is expecting to compete the CiLCA qualification by June 2019.</p>	Clerk
30.	<p>Insurance Cover:</p> <p>i) Arrangements for insurance cover were AGREED by the council.</p> <p>ii) The council AGREED the payment of the insurance premium of £396.08.</p>	Full Council
31.	<p>Council's policies and procedures:</p> <p>i) The code of conduct for the council was ADOPTED and councillors signed the code.</p> <p>ii) The Complaints Procedure was ADOPTED by the council.</p> <p>iii) The policies, procedure and practice in relation to its obligations under Freedom of information and data protection legislation were ADOPTED by the council.</p> <p>iv) The policy for dealing with the press/media was ADOPTED by the council.</p> <p>v) The clerk advised the council that there are currently no employment policies and procedures in place to adopt but that these will be looked at, at a future date.</p>	Full Council Clerk
32.	<p>Finance/Administration:</p> <p>1. Finance</p> <p>i) The Asset Register of Fletching Parish Council was received and AGREED.</p> <p>ii) Subscriptions to other bodies were NOTED.</p> <p>iii) Banking arrangements for the year were AGREED. The council RESOLVED that Cllr Sainsbury would act as a nominated signatory along with Cllr Rothery and Cllr Collum.</p> <p>iv) The 2019/20 Budget was NOTED - Cllr Shaw explained the precept and the budget process for the benefit of the new councillors. The clerk was asked to send out the precept calculation.</p> <p>v) The council RESOLVED to adopt the National Pay Scale for the Clerk and AGREED the annual pay award. The new SCP will be LC2 26.</p>	Full Council Clerk

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	<p>vi) Payments for May were AUTHORISED and the note bank reconciliation NOTED.</p> <p>vii) The council discussed parish council member allowances, which the council resolved to implement at Level 1, at a parish council meeting of 7th January 2019. Cllrs Rothery, Collum, Kerwood, Shaw, Minch, Borton, and Hannay elected to WAIVE-ALL of the allowances. Cllr Sainsbury elected to receive ALL. Cllr Greenish is yet to confirm.</p> <p>2. Burial Ground</p> <p>i) The 2019/20 fees were NOTED by the council.</p> <p>ii) The clerk reported that there hadn't been any recent activity at the Burial Ground.</p>	Clerk
33.	<p>To agree the agenda and attendees on behalf of Fletching Parish Council for the Annual Parish Meeting on 20th May 2019:</p> <p>The agenda was AGREED for the meeting and the start time set at 7.30pm.</p> <p>A small budget for hospitality was AGREED - Cllr Rothery to confirm arrangements with the Clerk.</p>	Clerk
34.	<p>Planning applications:</p> <p><i>To note comments made by delegation to the following applications:</i></p> <p><u>WD/2018/0818/F BARKHAM FARM, GOLDBRIDGE ROAD, PILTDOWN, TN22 3XL</u></p> <p>Fletching Parish Council have reviewed the plans and believe they are not on the same footprint and that the replacement dwelling is being brought forward. It was not supported previously by the council who again do not support this application. The council would like to repeat their opinion that the new building should be on the same footprint and position as the original building</p> <p><u>WD/2019/ 0707/F Barkham Manor, Barkham Lane:</u></p> <p>Fletching Parish Council have noted that the size of the existing riding school is large at 60 metres and the new structure will be very high. The council consider it to be too big.</p> <p>The council are also concerned about the plans to use a made-up road which exits onto the A272. The council considers this to be highly dangerous and Highways should be informed. The roots of two good oak trees would also be at risk.</p> <p>The council consider this development to be over development on a rural site.</p> <p>On a site visit the council noticed a barn on this property and couldn't find planning permission for this development. They also question it being in the curtilage of a Listed Sussex barn.</p> <p><u>WD/2019/ 0779/ F Raven Oak, Mill Lane</u></p> <p>They are a repeat of a previous application and Fletching Parish Council felt that they are acceptable.</p> <p><i>To consider the following applications and any others that arrive before the meeting:</i></p> <p><u>Application No. WD/2019/0706/F (Expiry date for comments: 30 May 2019)</u></p> <p>1 CHESTNUT COTTAGES, CHURCH STREET, FLETCHING, TN22 3SN TWO STOREY EXTENSION TO SIDE AND REPLACEMENT TIMBER GARAGE AND CARPORT</p> <p>The clerk was asked to request an extension to the deadline so this application could be considered at the parish council meeting of 3rd June 2019</p> <p><u>Application No. WD/2019/0959/F (Expiry date for comments: 31 May 2019)</u></p> <p>CHURCH FARM, CHURCH STREET, FLETCHING, TN22 3SP PROPOSED LOFT CONVERSION, SINGLE STOREY REAR EXTENSION, GARAGE CONVERSION, AND INTERNAL ALTERATIONS</p> <p>The clerk was asked to request an extension to the deadline so this application could be considered at the parish council meeting of 3rd June 2019</p>	<p>Councillors with Delegated Planning Responsibility</p> <p>Councillors with Delegated Planning Responsibility</p> <p>Councillors with Delegated Planning Responsibility</p> <p>Full Council</p> <p>Full Council</p>

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35.	<p>To receive the following planning decisions from Wealden District Council: WD/2019/0324/F - 6 THE COURTYARD, SHEFFIELD PARK, TN22 3QW INSERTION OF WINDOW ON REAR ELEVATION. Wealden District Council has decided to APPROVE the above application on 11 April 2019. WD/2019/0305/FR DEERVIEW FARM, DOWN STREET, PILTDOWN, TN22 3XX RETROSPECTIVE HOUSEHOLDER APPLICATION FOR ERECTION OF EXTERNAL TENNIS COURT TO FRONT OF PROPERTY. Wealden District Council has decided to APPROVE the above application on 1 May 2019. The Council asked the clerk to raise again the question with Wealden District Council that previous planning applications for this dwelling cannot be found on the planning portal.</p> <p>Decisions Received after the agenda circulated: Appeal Ref: APP/C1435/W/19/3220388 The Grange, to the rear of The Peacock Inn, Shortbridge, Piltdown, East Sussex TN22 3XA The appeal is ALLOWED dated 10 May 2019.</p> <p>Cllr Galley left the meeting 21.00</p>	<p>Wealden District Council</p> <p>Clerk</p> <p>Wealden District Council</p>
36.	<p>Correspondence Received:</p> <p>i) Michael Higgs - village gateways. Cllr Sainsbury explained the purpose of the gateways. The Council AGREED to send the information on the gates to Piltdown Residents Association who are undertaking this project.</p> <p>ii) Scope textile banks - the council AGREED to that there isn't currently space in the Parish for a bank and the clerk was asked to duly respond to Scope.</p> <p>iii) Invite to the event - How Can the High Weald AONB Partnership help your Parish? 2 July 2019 It was AGREED that one council member would attend from Fletching Parish Council. The councillor able to attend is to be decided at the next meeting.</p> <p>iv) Neil Kerridge - Fingerposts - the council AGREED to discuss this correspondence during the agenda item on Fingerposts.</p>	Clerk
37.	<p>To receive an update on the progress of the phone box at Splaynes Green: Cllr Sainsbury has confirmed the renovation budget to the volunteers and advised them that work can now proceed.</p>	Cllr Sainsbury
38.	<p>Fingerposts:</p> <p>i) A quote has been received from JAKK - Cllr Sainsbury updated the council on the state of the fingerposts in the parish. An amount of £2000 has been allocated in the budget for work on fingerposts in the parish. The council asked Cllr Sainsbury to request clarity on costs from JAKK to work on only 2 posts and to confirm the guarantee on the structural work and the paintwork.</p> <p>ii) To agree the next steps with regards to Fingerposts within the parish - Cllr Sainsbury AGREED to report back the status on all the fingerposts at the next parish council meeting. Cllr Kerwood offered to refurbish the sign on the entrance to the recreation ground and the sign near Tapps yard.</p>	Cllr Sainsbury
39.	<p>Training and Events:</p> <p>i) Attendance at training/events - The council AGREED the attendance of Cllrs Minch and Greenish at the new councillor training run by SSALC.</p>	Clerk

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	The clerk was asked to forward details of chairmanship training to Cllr Rothery. ii) Clerk's progress on CiLCA - the Clerk reported she expected to complete her CILCA qualification by the June deadline.	
40.	To receive and agree the time and place of ordinary meetings of the Council up to and including the next annual meeting: The council AGREED to move this item to the agenda of the next council meeting.	Full Council
41.	To agree items for the next parish council meeting: Annual Governance and Accountability Return (AGAR) To agree to take all measures necessary to have Fletching Stores declared an Asset of Community Value	Full Council Clerk/RFO Cllr Hannay
42.	Close of meeting - 21.27pm	
43.	Date of Next Meeting i) Monday 3 rd June - 7.30pm in the Village Hall	Full Council