

Minutes of a meeting of the **CIL** Committee held on Thursday 7th October 2021 at 6.30pm at the Dunn Village Hall

PRESENT: Councillors Celia Davies (Chairman), Andy Long and Karen Cook

Also, present: Councillor Thompson
Jackie Cottrell – Parish Clerk

00381 APOLOGIES FOR ABSENCE

Cllr Williamson – prior engagement
Cllr Smythe – holiday
Cllr Reading – resigned from the Council

DECLARATIONS OF INTEREST - None

MINUTES

To resolve that the minutes of the CIL Committee meeting held on 13th July 2021 be taken as read, confirmed as a correct record and signed by the Chairman

00382 RESOLVED to adopt the minutes of the meeting held on 13th July 2021

MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE AGENDA - None

PUBLIC PARTICIPATION

A member of the public spoke in support of item 8 on the agenda – commissioning a traffic survey for Rushlake Green reiterating it featured forth on the list of priorities from the recent community survey. He also supported item 10 the walking and cycling route map and highlighted the lack of road lights and footpaths coupled with the increase in the traffic flow and number of horses using the roads.

He suggested the frequency of CIL meetings should increase to improve the progress made by the PC and requested information on the time frame for short- and long-term objectives. He also encouraged the PC to communicate to the public the time-frames.

The Chairman of CIL assured the member of public that CIL meetings take place 4 times a year which allows the Clerk sufficient time to action any points. She clarified the time frame for short term objectives would be approximately a year and medium term beyond that. Some of the items of the survey need detailed research and could be constrained by the funds available and the Clerks time.

She reported to the MOP that she had a meeting with the Village Leaf which would be publicising details of PC's CIL spend this year.

CIL FINANCE

5.1. Itemised Income & Expenditure Report

The Clerk confirmed all financial reports had been independently checked by the Chairman of F&GP.

The Clerk summarised the report and explained the licence costs for the David Bysouth bench had been lower than expected resulting in an adjustment to the total figure. The figures from July 2021 had been broken down into separate debits and credits to clearly show the ESCC match funding figure and the Heathfield & Waldron PC contribution to the David Bysouth bench figure.

5.2. CIL Receipt & Expiry Log

The Clerk summarised the report. The only change had been to the total unallocated forecasted figure of CIL funds to be spent by Oct 22. It totalled £1,838.25; the fingerpost costs had now been deducted.

It was AGREED a traffic light system would be put into place to highlight the expiry date of funds when the deadline was within six months. The Clerk to highlight in red the CIL funds awarded in Oct 2017.

FINGERPOST REPAIR QUOTE

The Clerk reported the fingerpost repairs should be finished by the beginning of November.

The Clerk stated she had the contact details of 3 contractors who could complete fingerpost repair works going forward. Once the invoice for the repairs been paid by the PC, the Clerk would invoice ESCC for the match funding.

The Chairman of CIL requested the Clerk arrange a fingerpost health check review before the beginning of the next financial year.

TO CONSIDER THE PURCHASE AND INSTALLATION OF A REAL CHRISTMAS TREE AND LIGHTS WITHIN THE PARISH

The item was discussed but it was AGREED to not pursue this idea with CIL funds.

It was AGREED to RECOMMEND to Full Council the Clerk investigates the cost of Christmas lighting in the parish. The funding would need to be budgeted for in next financial year or taken from reserves.

TO CONSIDER COMMISSING A TRAFFIC SURVEY FOR RUSHLAKE GREEN

The Clerk read a pre prepared report submitted by a Councillor which had been circulated prior to the meeting. This particular Councillor had twice applied for a grant for the traffic survey but had been declined. The cost was £410 + VAT for a 7-day traffic survey. The police had strongly advised that the PC needed to formally quantify traffic flow before Highways would take an interest. It was for the 4th top suggestion in the recent community survey.

He recommended it should be positioned south of the village green, on the Cowbeech road where there is the highest incidence of speeding and the heaviest traffic in both directions.

Members were asked to note that Catsfield PC had purchased a device which recorded traffic flow and speed which was already been shared with adjoining parishes. The Clerk to contact the Catsfield Clerk.

All Members of the committee supported the idea of a traffic survey and it was AGREED to recommend to the Full Council to commission a traffic survey for Bodle Street Green village too.

- 00383** It was **RESOLVED** to recommended to Full Council to commission a 7-day traffic survey for Rushlake Green at a cost of £410 + VAT

BENCHES

9.1. To consider the location and specification of the proposed donated bench dedicated Mr Knibb

The Chairman of CIL referred to the bench specification that had been circulated by the Clerk. The supplied bench specification was approved by all Members. The Clerk confirmed the MOP who wished to donate a bench to the PC was happy to pay for the bench and the installation. The original location requested was no longer available due to another donated bench already installed there.

Members discussed a new location. It was AGREED the bench dedicated to Mr Knibb could replace the bench the Chairman of the PC had built and installed many years ago dedicated to Derek Reed which was in very poor condition. The plaque for Derek Reed would be retained by the PC for re-use at a future point. There was already a concrete base in situ. The site is opposite the Horse & Groom pub, next door to the Old Post Office and closest to the entrance to The Green. None of the existing benches on The Green were fixed to the ground. It was AGREED this was not a necessary requirement for the new donated bench.

The Chairman of CIL asked Members to note this bench and other existing benches might need a preserver in the future.

- 00384** It was **RESOLVED** to accept the bench specification for the proposed donated bench dedicated to Mr Knibb. The new bench would replace the bench dedicated to Derek Reed and did not require fixing to the ground.

9.2. Update on the David Bysouth bench

The Clerk reported the construction company were hoping to start installation works in the next few weeks. The Clerk would need to meet them on site to confirm the exact location. Arrangements for access to the David Bysouth bench when needed had been organised.

WALKING AND CYCLING ROUTE UPDATE

The Chairman referred Members to the working document that she had created to help progress this item.

The Clerk reported she had researched the Herstmonceux PC website where their walks had been listed under community routes and then suggested routes in the parish. There were 8 routes which could be downloaded separately. Each route had a map, an overview showing the distance, the terrain and the estimated time it would take. That was followed by a detailed description with pictures of the walk itself. It was very user friendly.

The Chairman of CIL asked Members to note that it would useful to potentially have one large map which shows all the routes.

Information could be added about the local history, community and businesses as well as having input from WAW and the Sussex Wildlife Trust.

It was noted if individual walks were also available more detailed information could be displayed on those.

A digital and printed version were discussed and the possibility of a waterproofing a map.

OS mapping could be used and online mapping which might save time.

Vitality villages have maps that cross parish boundaries and would be a useful contact for the Clerk.

Some of the writers for The Bodle have lots of historical knowledge.

The Clerk reported the Punnetts Town Village website had a 52-page booklet available to download which was compiled during lockdown by a local resident. Well-being and the benefits of exercise as well as the walks themselves were detailed.

The PC walking booklet could be available in pubs and doctors' surgeries etc.

The Clerk would continue to chase ESCC for information on their walking consultation.

The Chairman and the Clerk would bring all the information together with potential costings in the new year.

ELECTRIC CHARGING POINTS

The Chairman of CIL reported the PC is waiting for ESCC to begin the tender process for providers of electric charging points.

The Clerk to include ESCC Bob Bowdler and local MP Huw Merriman in all correspondence to ESCC regarding chasing progress with the tender.

Possible locations were discussed which were the Horse & Groom car park, the Bodle Street Green Village Hall car park and Osborne House car park.

It was AGREED the Clerk would research if other Parish Council's had installed charging points, the costs involved and the providers used.

TO CONSIDER ANY BUDGET REQUIRMENTS FOR THE CIL COMMITTEE FOR THE FINANCIAL YEAR 2022/23

12.1. To agree to recommend to the F&GP Committee a budget requirement for the 2022/23 financial year

It was agreed the CIL Committee did not have a budget requirement for the F&GP committee itself as CIL would usually be paid for through CIL funds and further fundraising or partnership. However, it was highlighted in the past we have requested funds from the Core Council budget to enable and agreed CIL activity to go ahead when an aspect of that activity cannot be taken from the CIL budget due to statutory restrictions on the allocation of CIL funds e.g., marketing for the flier for the CIL survey. It was AGREED to recommend to the F&GP Committee that a similar situation might occur in the future and to be mindful of that.

It was also highlighted that the Clerk did not currently have the time to do all the tasks required of her to move projects on.

It was AGREED to recommend to the F&GP Committee that flexibility would be needed in the staff budget to allow the Clerk sufficient time to progress CIL projects in a timely manner. This was estimated to be in the region of 2 hours per month extra to be spent on CIL in between quarterly meetings.

DATE OF NEXT MEETING

Date in February to be confirmed.

The meeting closed 8.08pm