

**FLETCHING PARISH COUNCIL**

**Clerk: Liz Bennett**

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The minutes of the meeting of Fletching Parish Council held at **Fletching Village Hall** on Monday 5th June 2017 at 7pm.

| **Item** | **Description** | **Responsible** |
| --- | --- | --- |
|  | **Members present:** Cllr P. Roundell (Chairman), Cllr B. Dickens, Cllr T. Elbrick, Cllr N. Collum, Cllr C. Rothery, Cllr S. Sainsbury.  **Also present:** Liz Bennett (Clerk), R. Galley (ESCC), S. Walker. |  |
|  | **Apologies for absence.** Apologies were accepted from Cllr S. Bone, Cllr D. Kerwood, Cllr I. Setford |  |
|  | **Declarations of interest** Cllr Collum declared a prejudicial interest in planning application WD/2017/0953/LB because she is the owner of the cottage. |  |
|  | **Questions from the public.** None received. |  |
|  | **Report from County and District Councillors.** R. Galley will shortly be presenting a report to cabinet on Key Stage 4 performance in East Sussex schools.  The forthcoming election means that many of the usual meetings at County and District have been cancelled so there is little to report. | P. Roundell R. Galley |
|  | **Minutes of the meetings held on 8th May 2017.** It was **resolved** to accept the minutes as a true record of the meeting and they were signed by the Chairman. |  |
|  | **Planning applications received prior to the meeting.**  .a. WD/2017/0884/F The Mill, Clapwater Lane, Fletching. Erection of side first floor extensions, rear dormer window, replacement of existing conservatory with garden room, alterations to front entrance and replacement garage. The applicant stated that he has received several queries from Wealden DC and that he will be moving the garage back one meter to ensure that it does not interfere with the public footpath. It was also noted that Mrs K. Roberts, the Engineer and Countryside Officer at Wealden DC reported that the access is in the parish of Fletching but that the house itself is in the parish of Maresfield. The Parish Council believe this to be incorrect and that the whole property is within the parish of Fletching. The Parish Council supported the comments made by the applicant and resolved to recommend this application for approval.  b. WD/2017/0953/LB 4 Cawnpore Cottages, High Street, Fletching. Installation of a new gas central heating system and a new airbrick to enable a larger wood burning stove to be fitted. Cllr Collum declared her prejudicial interest and left the room for the duration of the discussion. It was resolved to recommend this application for approval.  c. WD/2017/1128/F Little Ferrers, Batts Bridge Road, Piltdown. Demolition of the existing dwelling and its replacement with a 2-storey dwelling. It was resolved to recommend this application for approval.  d. WD/2017/0926F Sheffield Park and Garden, National Trust. To construct a footbridge over the Ouse. It was resolved to recommend this application for approval. |  |
|  | **Planning decisions.** The following item was noted:  WD/2016/2117/F Proposed extension and remodel of Townsend Farmhouse, Down Street, Piltdown. Application withdrawn. |  |
|  | **Annual Return for the year ended 31 March 2017.** The Clerk circulated all the papers prior to the meeting.   * 1. **To receive report from Internal Auditor** The report and comments were noted. The internal auditor has suggested that the asset register needs to be reviewed. It was agreed that the Clerk will do this in conjunction with Cllr B. Dickens. The Clerk reported that the insurance policy does not provide cover for cybercrime as suggested by the internal auditor. This cover does not appear to be standard cover and is not a legal requirement. The Council is satisfied that the bank account passwords are secure and that the bank provides a degree of cover in certain situations.   2. **To approve and sign Section 1 – Annual governance statement.** It was **resolved** to approve Section 1 of the Annual Return and this was signed by the Chairman and Clerk.   3. **To approve and sign Section 2 – Accounting statements.** It was **resolved** to approve Section 2 of the Annual Return and this was signed by the Chairman and Clerk. | Clerk B. Dickens |
|  | **Review of the asset register.** A review of the asset register was agreed under item 56a. |  |
|  | **Burial Ground.**  **a. Removal of a tree at the burial ground.** Cllr Dickens reported that the roots from a Cherry Tree at the burial ground will shortly be obstructing burial plots. It was agreed that this should be removed next year but that some new planting should be done around the edges of the burial ground. Cllr Dickens agreed to devise a new planting scheme.  **b. Review of the burial ground map.** Cllr Dickens and the Clerk reported that the burial ground map needs to be thoroughly reviewed against all the records held. They agreed to work on this together, which will take some time. | B. Dickens  Clerk B. Dickens |
|  | **Report from the Ashdown Forest meeting.** The Chairman and Cllr Bone attended a meeting with the Ashdown Forest conservators. All the Parish Councils adjoining the forest were invited. The conservators are in the middle of a governance review because their current status is non-charitable and this makes it difficult for them to fund raise and they must also pay VAT. They are negotiating with the Charity Commission to become a charity but this will take around 2 years and in the meantime, they have a funding gap. They have asked the Parish Councils to make a grant of £1.50 per household in their parish for the next 2 years. They would like to present their proposal to the Parish Council in the Autumn. The Parish Council discussed this and the following points were raised:  - any grant would need to be for specific items of expenditure and not ongoing running costs.  - many people in the parish might be conservators themselves and so already be contributing.  - the conservators should be asking parishes beyond just those that adjoin the parish who also enjoy the forest.  - the Parish Council would like to understand what work they are doing to conserve the forest.  - what guarantee is there that the conservators will be able to raise sufficient funds after two years  R. Galley explained that the conservators currently receive £500k from Natural England to conserve the heathland and forest. East Sussex County Council also provide an annual grant but this is to be withdrawn over the next couple of years.  The Chairman provided the Clerk with some papers from the meeting that she will scan and circulate. The issues raised by the Parish Council will need to be addressed when the conservators present to the meeting in the Autumn. | P. Roundell S. Bone  Clerk |
|  | **Street Cleaning and weed killing schedule.** Cllr Dickens proposed that the street cleaning should be done just once this year instead of twice as usual. The date will be agreed at the next meeting. |  |
|  | **Nomination of the Rose and Crown as an Asset of Community Value.** The Parish Council and the Rose and Crown community group both submitted applications to nominate the Rose and Crown as an Asset of Community Value. It was agreed that the Clerk should ask to withdraw the Parish Council application if it would not cause any issues. | Clerk |
|  | **Installation of superfast broadband in the parish.** R. Galley will provide an update at the next meeting. | R. Galley |
|  | **East Sussex Against Scams Partnership.** It was agreed that the Parish Council will join the East Sussex Against Scams Partnership to help raise awareness of scams. The partnership will be sending out the information for the Parish Council to include on the website, in newsletters, the magazine etc. | Clerk |
|  | **Reports from meetings and training attended.**  **a. Meeting at Fletching Church of England Primary School.** Cllr Roundell and Cllr Bone attended a meeting at the school to discuss their funding issues. The school has had falling pupil numbers but recently received a “Good” Ofsted rating. It plans to open a pre-school to help with funding issues. It was agreed that the Parish Council would like to help the school possibly through assistance with marketing or a grant. This will be considered when setting the precept for next year. It was also agreed that Cllr Bone should be the link between the school and the Parish Council  **b. Recreation Ground AGM.** Cllr Rothery reported from the Recreation Ground AGM. Richard Cousins and John Shaw will be continuing next year as the Chairman and Treasurer. A small profit was made last year. The proposed new dog bin at the recreation ground was discussed and the Clerk was asked to put the installation on hold until the location is reviewed. She will also check who pays for the emptying of the dog bins.  **c. Attendance at training/events.** There are no planned events. | P. Roundell/ S. Bone  Clerk  C. Rothery |
|  | **Financial Administration.** The report showing the payments for approval, receipts in May and the bank reconciliation was approved and is appended to these minutes. |  |
|  | **Information for noting or including on a future agenda.**   1. It was agreed that information regarding road traffic accidents in the parish should be collected by the Clerk. The police only record serious accidents involving personal injury. A record of all events might help to identify black spots and provide evidence for the Parish Council to lobby for improved safety measures such as reduced speed limits, improved signage or road markings etc. The Clerk will put a piece in the magazine asking residents to email information to her. 2. Speedwatch. Cllr Sainsbury reported that she still has insufficient volunteers to run Speedwatch, despite advertising in the parish magazine on two occasions. 3. Cllr Dickens reported that the yew hedge in the burial ground needs tidying up. He will obtain some quotes and report back. | Clerk  B. Dickens |
|  | **Close of meeting** |  |
|  | **Date of next meetings.**  A meeting will be held only if there are any urgent planning applications to consider on Thursday 22nd June at 8pm in Fletching Village Hall.  A Parish Council meeting will be held on Monday 3rd July at 7pm in Fletching Village Hall. |  |

**Fletching Parish Council Finances 5th June 2017**

**Payments for approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ref** | **Method** | **To** | **For** | **Amount** |
| 15 | BACS | Peter Frost | Internal audit | 104.43 |
| 16 | BACS | Elizabeth Bennett | Salary | 478.19 |
| 17 | BACS | HMRC | Quarterly payroll deductions | 358.40 |
| 18 | BACS | East Sussex Pension Fund | Clerk’s Pension | 171.37 |
| 19 | Chq 227 | Nice N Tidy | Grass cutting 19/5 and 2/6 | 650.00 |
| 20 | Chq 228 | Phillip Anderson | Replacement fingerpost | 495.00 |
| 21 | BACS | Wealden District Council | Dog bin emptying | 216.00 |

**Receipts in May, for noting.**

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| --- | --- | --- |
| **From** | **For** | **Amount** |
| Richard Green Funeral Service (Bignall) | Interment | 130.00 |
| DJW Greenish | Reservation of 2 burial plots | 400.00 |
| J Wagstaff | Plot and interment | 390.00 |
| Chardan Development Northall CPC | Fingerpost sponsorship | 250.00 |

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| **Fletching Parish Council Bank Reconciliation 31st May 2017** | | | |  |  |
|  |  |  |  |  |  |
| **Balance per bank statements as at 31st May 2017** | | |  | **Cashbook** |  |
| FPC Current Account | 8580.09 |  |  | Opening balance | 30267.51 |
| FPC Festival Account | 74.97 |  |  | Add receipts in year | 15799.5 |
| FPC Savings Account | 33552.02 |  |  | Less payments in year | -4290.49 |
| FPC War Memorial Account | 421.31 |  |  |  |  |
| FPC Maryon-Wilson Account | 498.13 |  |  |  |  |
|  |  |  |  |  |  |
| Less unpresented cheques |  |  |  |  |  |
| Art Group | -50 |  |  |  |  |
| Nice n Tidy | -650 |  |  |  |  |
| Nice n Tidy | -650 |  |  |  |  |
| **Net Balance** | **41776.52** |  |  | **Balance** | **41776.52** |

**Signed by Chairman of PC meeting 5/6/17**