

ALFRISTON PARISH COUNCIL

CLERK OF THE COUNCIL

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Minutes of the Annual Meeting of the Parish Council held on Monday 18 May 2009 in the War Memorial Hall, Alfriston, commencing at 7.30pm.

Present: Cllr J Byford
Cllr S Charlton
Cllr J Dumelow
Cllr G Ellis
Cllr M Hogestijn
Cllr D Monteath-Wilson
Cllr R Savage

In attendance: J Hurwood – Parish Plan Representative
17 Parishioners
S Smith – Clerk

Mr Hurwood, in the absence of Professor Reynolds delivered the final version of the Parish Plan to the Parish Council which had been produced within budget. Laminated versions will be available for the public to read at the Post Office, Much Ado Books and the AWMH.

Public Questions

1. Mr Wilson drew attention to vegetation which has grown in a gully in Star Lane. Cllr Charlton will arrange for it to be removed.
2. Mrs Gregory expressed her concern about the perceived lack of street cleaning. Cllr Charlton will pursue with the Cleansing Department at WDC.
3. Mr Burden voiced his concerns about the increase in dog fouling. Cllr Monteath-Wilson reaffirmed that the WDC Dog Warden had been asked to increase her patrols.
4. Mr Burden also questioned the position regarding the siting of chairs and tables outside The Singing Kettle. Cllr Monteath-Wilson advised that the ESCC Enforcement Officer had visited not long ago and reminded the proprietor of her obligations.
5. Mrs Daw complained about the lack of visibility of the Dog Warden, throughout the village. Cllr Monteath-Wilson asked the Clerk to convey this to the Dog Warden. Cllr Savage asked villagers to identify the owners of fouling dogs to the Dog Warden, as this would lead to action being taken.
6. Mr Phillips drew attention to fly-tipping along Town Lane Bridleway. Cllr Dumelow will advise WDC.
7. Mr Sillence was concerned about the process by which a recycling centre for the public had been established at Deans Place Hotel. Cllr Monteath-Wilson confirmed that the process had been widely advertised and had been carried out correctly.
8. Mrs Reed requested that attention be given to the overgrown state of the vegetation along Cow Lane. Cllr Dumelow will investigate.
9. Mrs Gregory requested a further copy of the March Minutes which the Clerk will provide.

The Meeting

At this point Cllr Monteath-Wilson announced that she was stepping down as Chair for personal reasons.

Cllr Charlton in the Chair

In her capacity as Vice Chairman, Cllr Charlton took the Chair and welcomed all present.

347.0 ELECTION OF CHAIRMAN

Cllr Charlton had received one nomination, Cllr Savage, for the office of Chairman.

Cllr Savage was **proposed** by Cllr Dumelow and **seconded** by Cllr Hogestijn. There were no other nominations and Cllr Charlton declared Cllr Savage duly elected for the 2009 -10 Council year. She offered her congratulations to the new Chairman and all members echoed that view. Cllr Charlton thanked Cllr Monteath-Wilson for the hard work and commitment she had brought to the Chair during her term of office.

Cllr Savage completed the Declaration of Acceptance of Office as Chairman and this was witnessed by the Clerk.

The new Chairman thanked members for their support. He outlined how he had moved to the village at the age of 4 over 50 years ago and attended the local school. In that time he has witnessed a lot of change and progress. In recent times he has been involved with the Parish Plan and served on the Committees of the Amenity Society and Alfriston Festival and been involved with the Transition Group. He detailed the challenges facing the village including housing needs, traffic, car parking, the Cuckmere estuary and the new National Park.

Cllr Savage in the Chair

348.0 ELECTION OF VICE CHAIRMAN

Cllr Charlton was **proposed** by Cllr Byford and **seconded** by Cllr Hogestijn. There were no other nominations and the Chairman declared Cllr Charlton duly elected. She completed the Declaration of Acceptance of Office as Vice-Chairman, which was witnessed by the Clerk. All members congratulated Cllr Charlton on her election.

The appointments were greeted with applause by members of the public.

349.0 APOLOGIES FOR ABSENCE

County Cllr Garvican had previously apologised for his absence at last week's Annual Assembly. District Cllr Watkins had apologised for his absence as he was attending a meeting of Berwick Parish Council. He had provided a written report to the Clerk.

350.0 REGISTER OF MEMBERS INTERESTS

The Clerk will revisit next month

351.0 ALLOCATION OF PORTFOLIOS

351.1 Portfolios

The Chairman asked if Councillors were content with their current Portfolios, except for changes necessitated by the change of Chairman, which they duly confirmed. On that basis, he **proposed** re-election as follows:

- Allotments and Recreation Ground – Cllr Byford
- Coach and Car Parks and Public Transport – Cllr Ellis
- Highways and Twittens – Cllr Charlton
- Planning – Cllr Charlton
- Rights of Way and the Countryside – Cllr Dumelow
- Strategic Planning – Cllr Hogestijn

This was **seconded** by Cllr Byford and **agreed** unanimously.

The Finance Portfolio is to be held by Cllr Savage, ex officio as Chairman.

The Tye Portfolio is to be held by Cllr Monteath-Wilson who was **proposed** by Cllr Charlton and **seconded** by Cllr Byford and **agreed** unanimously.

351.2 Committees

The Chairman **proposed** the election of the following committees:

- Sports Pavilion Refurbishment – to be wound up now that its work is completed.

- Finance – (4 members): Cllr Savage (Chairman), Cllr Charlton (Vice Chairman), Cllr Ellis and Cllr Monteath-Wilson.
- Planning – (3 members): Portfolio Holder Cllr Charlton (Chairman), Cllr Dumelow and Cllr Ellis.
- The Tye – All members automatically become Trustees of the Tye Charity.

This was **seconded** by Cllr Byford and **agreed** unanimously.

351.3 Appointments to Outside Bodies

The Chairman proposed re-election of Members or local residents to the following bodies:

- Cuckmere Community Bus – Cllr Charlton
 - Safer Wealden Partnership – Mr A Palmer (subject to his confirmation)

These were **seconded** by Cllr Hogestijn and **agreed** unanimously

The Chairman further proposed the following new appointments:

- Cuckmere Flood Forum – Cllr Hogestijn as Portfolio Holder for Strategic Planning together with Mr J Hurwood.
- Alfriston Festival – to be appointed by their Committee.
- Sussex Association of Local Councils – (to attend Autumn AGM) – Cllr Hogestijn as Portfolio Holder for Strategic Planning
- Tree Warden – Mr R Bartlett
- Village Hall Committee – Cllr Monteath-Wilson as Portfolio Holder for the Tye.
- Wealden District Association of Local Councils – Cllr Hogestijn as Portfolio Holder for Strategic Planning.

These were **seconded** by Cllr Charlton and **agreed** unanimously.

352.0 MINUTES

352.1 Unadopted Minutes of the Meeting held on 20 April 2009 had been circulated previously. Acceptance of the Minutes as a true record was **proposed** by Cllr Byford, **seconded** by Cllr Dumelow and **agreed**.

353.0 REPORT FROM COUNTY COUNCILLOR – County Cllr Garvican

353.1 No further report received following last week's Annual Assembly.

354.0 REPORT FROM DISTRICT COUNCILLOR – District Cllr Watkins

354.1 The Clerk read a report received from District Cllr Watkins apologising for his absence on other District Council business and confirming to the Parish that since the Assembly the Community Recycling Point at Dean's Place Hotel is now in operation.

355.0 HIGHWAYS and TWITTENS – Cllr Charlton

355.1 Flint Wall

Nothing to report

355.2 Pedestrian Crossing at Willows Car Park exit

Nothing to report

355.3 Illegal Parking

Nothing to report

355.4 Monitoring Traffic Volumes

Cllr Charlton reported that a recent survey had been conducted at High and Over as well as at the Drusilla's roundabout which will provide data about traffic volumes in the village. ESCC have also indicated that they are prepared to contribute £300 towards a new survey in the village. Cllr Byford suggested liaison with Sussex Police concerning training volunteers to conduct a survey.

355.5 Lorry Watch

Cllr Charlton advised that of the 19 companies that had been written to by the Police in connection with over weight lorries illegally passing through the village, 30% have responded.

355.6 Potholes in the High Street and Weavers Lane

Remedial work on temporary repairs still needs to be undertaken.

355.7 Safety of Pedestrians on path adjoining Willows Car Park

Nothing to report.

355.8 Condition of Bench on High Path

It has been confirmed that this bench is the responsibility of the Parish Council. It is understood that the Pre School Group may be prepared to dismantle the remaining structure and the Clerk was asked to obtain an assurance that the remains would be left in a safe condition.

355.9 Strengthening Local Relationships Meeting

Nothing further to report.

355.10 Any other Highway matter

None.

356.0 RIGHTS OF WAY and COUNTRYSIDE – Cllr Dumelow

356.1 Condition of White Bridge

Nothing to report.

356.2 The Old Coach Road

Nothing to report.

356.3 Update on Berwick Way

Nothing to report.

356.4 Any other Rights of Way matter

Cllr Dumelow reported that the bridleway between North Road and the South Downs Way had been cleared.

356.5 Condition of Fence between the Spots and Glebeland

The Clerk has still not received a full response from the landlord's agents to his letter requesting repairs to the fence.

356.6 Any other Countryside matter

None

357.7 South Downs / National Park

The Clerk has contacted the South Downs Joint Committee to request representation on the new authority via meetings which have still to be arranged. It now appears that a meeting will be held in Lewes as well as the original suggested venue of Chichester. Precise details of the timescales for setting up the new authority are still awaited, but it appears likely that a "Shadow" authority will be established during 2010, prior to a full transition in 2011.

357.8 Any report from Tree Warden

No report, although Cllr Dumelow advised that the Tree Warden had cleared a fallen tree in Winton Street.

358.8 Condition of River Lane / Spots

Cllr Dumelow has been given conflicting details of which authority has responsibility for the upkeep of this area and has is still trying to establish the correct details.

359.0 The TYE – Cllr Monteath-Wilson

359.1 Litter Bins

Having only just taken on the Portfolio, Cllr Monteath-Wilson confirmed she will review the position of the provision of litter bins.

359.2 Any other matter relating to the Tye

Cllr Monteath-Wilson acknowledged that the posts had recently become a little untidy and that car parking is becoming an issue. Both these subjects will be revisited.

360.0 CAR and COACH PARKS and PUBLIC TRANSPORT – Cllr Ellis

360.1 Condition of Posts in Dene Car Park

Cllr Ellis reported certain posts had become bent or skued and that he would obtain an estimate for their repair.

360.2 Lighting in Dene Car Park

This now appears to be operating correctly.

360.3 Any other Car and Coach Park Matter

Cllr Ellis reported that there had recently been instances of illegal parking in the private road between the car and coach parks in the Willows, where the yellow lines stop. It is probable that further problems could be avoided by the siting of a wooden "No Parking" notice. Cllr Ellis and the Clerk will investigate the likely cost.

360.4 Any Public Transport matter

None

361.0 ALLOTMENTS and RECREATION GROUND – Cllr Byford

361.1 Allotment Renewals / Waiting List

Cllr Byford advised that all but four of the holders had renewed and that she would contact those people as well as those on the waiting list, so that all plots will be let soon.

361.2 Any other Allotment matter

The grass cutting contract will be checked by the Clerk, prior to it being put out to tender.

361.3 Licence for Clubs using Pavilion

The Clerk reported that the Parish Council's solicitors have identified a way forward and he will report again next month.

361.4 Recreation Ground – Play Area / Dog Fouling

Cllr Byford is currently investigating the availability of Grants towards the provision of fencing around the play area, together with the possible purchase of new equipment and more litter bins.

361.5.6 Any other Recreation Ground matter

Cllr Byford will liaise with the Cricket Club to make arrangements for an Open day at the Sports Pavilion.

362.0 PLANNING – Cllr Charlton

362.1 Minutes from Planning Committee meetings held since last Parish Meeting

- WD/2009/0678/F: Follers Manor, Seaford Road, BN26 5TT – Piers and entrance gates – *No objections.*

362.2 Matters for consideration by Planning Committee after the Meeting

- WD/2009/0887/F: Holme Rise, North Road, BN26 5XE – Removal of existing window and forming of new bay window with tiled roof to front of building
- WD/2009/1043/LBR: Quince Cottage, Sloe Lane, BN26 5UT – Retrospective consent to regularise items raised as part of a compliance check.

362.3 Decisions Notified

Wealden District Council has informed APC that they have raised no objections to the following applications to re-conductor the following low voltage overhead lines:-

- WD/2009/0122/OH – Dukes Green
- WD/2009/0124/OH – Riverdale
- WD/2009/0125/OH – The Rails
- WD/2009/0153/OH – Winton Street
- WD/2009/0240/OH – Frog Firlie

362.4 Enforcement Action to be Reported

None

362.5 Local Development Framework

Nothing to report

362.6 Liquor Licence applications

None

363.0 STRATEGIC PLANNING

363.1 Affordable Housing

The Clerk reported that he had received confirmation from the Head of Planning and Building Control that he would lead a team of officers from WDC who would address the next Parish Council meeting on the subject.

363.2 Registration of Allotment land

The Clerk reported that had provided details of three allotment holders to the APC solicitors so that they could be contacted to verify that rents have been paid in support of the Council's application to the Land Registry.

363.3 Emergency Planning Sub-Committee

The Chair reported that the sub-committee's work was continuing and that a full report would be made shortly.

363.4 Future of United Reformed Church and Hall

Nothing further to report.

363.5 Cuckmere Estuary.

The Chair advised that local meetings are to be held in Alfriston, Seaford and Eastbourne to discuss the Environment Agency's proposals for the withdrawal of maintenance of the lower Cuckmere, although no firm dates were yet available.

364.0 FINANCE – The Clerk

364.1 Statement of Finances

The Clerk advised the summary of bank account balances as at 18 May 2009

Precept Deposit account	10,118.70
Current account	6,031.22
Savings Account	5,484.27
Car Park Account	<u>45,255.23</u>
Total	<u>£66,889.42</u>

364.2 Invoices for Payment - May 2009

The Clerk presented the following cheques for payment

- £ 278.00 – Wages – C Burden
- £ 315.12 – Wages – D Skertchly
- £ 696.95 – Wages – S Smith
- £ 443.78 – HMRC – Tax and NI
- £ 885.71 – Allianz Insurance – Renewal of Premium
- £ 346.04 – Viking Direct – Stationery and Printing
- £ 202.00 – Sussex Association of Local Councils - Subscription
- £ 165.00 – Chairman's Allowance
- £ 133.00 – Society of Local Council Clerks - Subscription
- £ 127.85 – Clerk - Reimbursement of Expenses (Software & Allotments)
- £ 100.00 - Cuckmere Community Bus - Donation
- £ 25.00 – J Hurwood – Reimbursement of Expenses (Parish Plan)

Total **£3,718.45**

A proposal to accept the Finance Report was **proposed** by Cllr Charlton, **seconded** by Cllr Ellis and **agreed**.

364.3 External Audit 2008-2009

The Clerk reported the accounts had not yet been completed.

364.4 Any other Finance matter

The Clerk drew attention to the high cost of printing, especially in regard to the provision of printed copies of Agenda and Minutes. It was agreed that for a trial period 15 copies will be left in the Post Office.

365.0 PARISH CLERK

365.1 "A" Permits – Dene Car Park

The Clerk reported that was reviewing the allocation of "A" Permits already issued.

365.2 Matter Arising from Annual Assembly

None, other than already discussed as Agenda items.

365.3 Jubilee Clock

The Clerk report that he and the outgoing Chair had recently met with the landlord of the building on which the clock was located to discuss a reduction in the noise emanating from the mechanism. The Clerk will arrange for quotations for work to be done to minimise the sound.

365.4 Any Website matter

The error on the Google Search Engine which gives incorrect details for our Parish has not been fixed, as previously reported. It has been referred again to the APC webmaster.

365.5 Any other matter

None

366.0 Reports from Outside Bodies

366.1 Alfriston and Cuckmere Valley Partnership

Nothing to report.

366.2 Cuckmere Community Bus

Nothing to report

366.3 Cuckmere Flood Forum

Nothing to report.

366.4 Festival

Cllr Savage reported that arrangements for this year's Festival are continuing.

366.5 Heartstart

Cllr Dumelow advised that 58 calls had been received this year, double that for this stage last year.

366.6 Parish Plan

The Chair thanked Mr Hurwood and all members of the Parish Plan committee for their hard work in bringing about the publication of the Plan. Laminated copies will be available for public inspection at Much Ado Books, AWMH and the Post Office. A copy will be sent to interested Outside Bodies and local organisations, together with Parish Councillors. Unused copies will be held by the Clerk.

366.7 SAFE

Nothing to report

366.8 Safer Wealden Partnership

Nothing to report.

366.9 Village Hall Committee

Nothing to report.

366.10 Wealden District Association of Local Councils

No Report

366.11 Any other Outside reports

None.

367.0 CLERK'S CORRESPONDENCE

367.1 Heart of the Village Campaign

A request has been received from the AWMH Committee / Action in Rural Sussex that publicity be given to their campaign which aims to raise awareness about the important role played by community buildings. Villagers can find out more information and sign a Petition to the Prime Minister by either visiting the AirS website www.ruralsussex.org.uk and following the links there or going direct to <http://petitions.number10.gov.uk/VillageHeart/>

367.2 Other Correspondence

The Chairman advised that the next meeting of SAFE will be held on Friday 12 June at Deans Place Hotel

368.0 DATE of NEXT MEETING

The next meeting of the Council will be held on Monday 15 June 2009 at the earlier time of 7.00pm in the War Memorial Hall, to allow time for the presentation by Officials from Wealden District Council. Public Questions will follow the meeting.

The Meeting was then closed; however, the following further Public questions were taken.

- Mr Wilson enquired whether copies of the Parish Plan were available for sale to the public. The Chairman explained that as each copy cost £7.00 to produce and that only a limited number were printed, those that remained would be held for possible distribution to future interested parties as the cost of a small print run would be prohibitive
- Mr Hurwood expressed his concerns that members of the public might not have the opportunity to ask questions of the WDC officials next month. The Chair confirmed that the meeting would be adjourned for that purpose and that further questions would be allowed at the end of the meeting.
- Mr Wilson drew the meeting's attention to the fact that the last service would be held in the United Reformed Church on 31 May, thereby bringing to an end a tradition which spanned over 200 years. He also expressed his concerns over the objection of the Listed Buildings authority to changes to the inside of the building, which he felt might jeopardise plans for its future use as a community building.

- Mr Burden expressed concern over illegal parking in River Lane. It appears there is some confusion over the ownership of this land, the Clerk was asked to investigate.
- Mr Phillips suggested a copy of the Parish Plan be provided to our Neighbourhood Watch co-ordinator which was agreed by the Chairman.
- Mrs Daw gave clarification over the destination for the wood which had previously constituted the bench on the High Path.