

FAIRLIGHT PARISH COUNCIL

Minutes of the Annual Meeting held at Fairlight Village Hall on Tuesday 24th May 2016 at 7.15pm.

Present: Councillors Revd V. Gibbs (Chair), Mrs J. Annetts, Mrs C. Gallagher, D. Greenup, M. Jones, A. King, S. Leadbetter, A. Mier and D. Thatcher. Also present: County Cllr C. Maynard (from 7.26), Dist Cllr R. Bird, Parish Clerk J. Edmunds and 10 members of the public.

16066 Apologies for Absence: None

16067 Agenda additions: None

16068 Code of Conduct and Disclosure of Interests: None

16069 Election of Chairman: The Chair indicated that she was willing to continue as Chair. The Vice-Chair took over control of the Meeting and asked if there were any other nominations. As there were not, it was unanimously **resolved** to elect Cllr. Revd Gibbs as Parish Council Chair for 2016/17. Cllr Mier proposed Cllr Revd Gibbs and Cllr Mrs Gallagher seconded the proposal.

16070 Election of Vice-Chair: Cllr Revd Gibbs took back control of the meeting and asked Cllr Thatcher if he was available for re-election. Cllr Thatcher confirmed he was prepared to continue if elected. The Chair asked if anyone wished to propose another Cllr for the position. No other nominations were received. Cllr Thatcher was elected unopposed, having been nominated by Cllr Leadbetter and seconded by Cllr Mier.

16071 Appointment of Members to Committees and Working Groups : The Chair read out the roles for each Cllr which they had previously carried out in 2015/16 and asked each one if they were prepared to continue with their responsibilities for the coming Year. All agreed with their proposed roles and the only role left to be filled was for speed-watch which Cllr Jones agreed to undertake.

The list of all the appointments and committee contacts is at the end of these minutes reference Appendix 4.

16072 Appointment of Members to official roles within the Council and representatives to outside bodies: The Clerk advised that the only appointments needed to be made were to the Rother Association of Local Councils (RALC) and also East Sussex Association of local Councils where two representatives are required to attend their AGM in November. The Chair asked if there were any volunteers and Cllr Thatcher suggested Cllr Jones may be interested which he confirmed and said he was willing to attend. Cllr Greenup also agreed to represent the Parish and it was resolved to appoint both Cllr Greenup and Cllr Jones as the Council's representatives at RALC. Cllrs Mier and Mrs Annetts agreed to be the Representatives for the ESALC meeting. Cllr Jones also agreed to attend Rother Transport Action Group meetings if a representative was required.

16073 To Approve the Minutes of the Meeting held 26th April 2016.

The minutes having been distributed prior to the meeting and made available to the Public at the meeting, were approved and signed by The Chairman as a correct record.

16074 Matters arising from the Minutes not otherwise on the Agenda. None

16075 Discuss the possibility of submitting a request to register The Cove Public House as an Asset of Community Value

The Chair brought forward this agenda item as two members of the public needed to leave the meeting early and were present in case any questions needed answering.

The Chair set out the requirements to enable a local asset to be registered as a Community Asset and also who could then apply to purchase the item if it came to market. Councillors discussed the situation regarding the pub and Cllr Leadbetter advised that a petition to register it had been signed by about 25 people including the current landlady.

The Chair asked if members were in favour of registering the Cove pub as a community asset which received a unanimous vote in favour. **Resolved.** The Chair will go ahead and register it with Rother and Cllr Mier offered his assistance if the Chair needed help with the registration.

16076 Financial Matters.

(a) Approve the Annual Governance Statement to go to the external Auditor

The Clerk had previously circulated a copy of the Annual Governance Statement to Members and also read out the requirements in case any Members had not had chance to read them. He explained what

had been covered in the Internal Audit. Members agreed that they had the correct internal controls in place. Cllr Greenup proposed the Annual Governance Statement could be signed and Cllr Mier seconded the proposal. All the Councillors voted in favour and agreed the Chair could sign the Annual Governance Statement, which the Chair and the Clerk duly did. **Resolved.**

(b) Retrospectively ratify the appointment of Keith Robertson as Internal Auditor (IA) following the advice that Alison Hillman was no longer an Internal Auditor.

The Clerk advised that Alison Hillman had taken a new job and was not able to complete the Annual Internal Audit.

Keith Robertson who is a qualified Accountant, Clerk at Crowhurst and named on SALC's website as an IA had been requested to carry out the IA and the Clerk had consulted with the Chair prior to the IA being done. To comply with legal requirements, it needed to be formally agreed by members. Members confirmed the appointment. The IA had been carried out on 20th May and the clean report already received. The Clerk commented that it had been a thorough Audit and more in depth than previously done.

(c) To receive the Final Accounting statements for the year ending 31/03/16 and to approve the Annual Return to PKF Littlejohn LLP. Chair to sign.

The Clerk had sent the signed (20/05/16) return out to members in advance of the meeting and went through the figures again in case any member had not had a chance to review them before the meeting. The Clerk/RFO also explained that the figures were as reported at the April meeting. The members considered the figures and did not have any additional questions for the RFO. Cllr Leadbetter proposed that the figures be approved and it was seconded by Cllr Greenup. All voted in favour. **Resolved.** The Chair then signed the Accounting Statement. The period for Inspection of the accounts will be from 6th June to 15th July and the notice will be posted on the main Parish Council Notice-boards within the Village.

(d) Re-adopt Standing Orders and Financial Regulations. Consider electronic banking

The Clerk recommended no changes to the current Standing Orders but suggested section 5 of the Financial Regulations be updated with some additional wording to allow for the use of electronic banking in the future. The section is attached at the end of these minutes as an appendix and the additional wording is in red. This was discussed and Cllr Mier proposed re-adopting the existing standing orders and in respect of the Financial Regulations, re-adopt plus add the wording in red. This was seconded by Cllr Greenup. All voted in favour. **Resolved** and both formally re-adopted.

(e) Note the review by the Clerk of the Parish Council's Insurance cover for 2016/17

The Clerk confirmed that he had carried out a review of the Insurance requirements for the coming year. He recommended that an Asset review be carried out prior to the next renewal in June 2017 to make sure the value of the Assets is current.

16077 Policies and Practices

Prior to the meeting, the Clerk had asked Members to review the Policies and Practices which have been put on the website with a view to adopting them formally.

Members had looked at them and the only concern was if the UK withdrew from the EU in June and if that would affect some of the requirements. It was decided that if that happened then a review of those affected could be undertaken at that time.

Cllr Greenup proposed that they all be adopted formally. This was seconded by Cllr Mrs Gallagher. All voted in favour. **Resolved**

16078 Speed-watch

Cllr Jones advised that he is yet to meet with Graham Macpherson to undertake his training and also he has advised GM that Geoff Smith would still like to be involved. Due to the length of time since Geoff has not been involved, he like Cllr Jones will need to undertake a test before they can use the Speed Indicator Device. There is a belief that the machine has needed to be repaired and Dist Cllr Bird will find out if that is the case.

16079 Queen's 90th Birthday Celebrations

Cllr Mrs Annetts advised that everything is progressing with the preparations and that the flyers have been produced. The Clerk advised that Rother had granted a sum of £250 towards the festivities and required some photos and a short report after the event to be sent to them plus recognition on any publicity. The road closure permit between 4-7pm had also been received.

Cllr Mrs Annetts will make sure they comply with Rother's request and details will be sent out by residents email and also in the Village Voice in The Rye Observer.

16080 Highways

(a) The Highways Report had been circulated prior to the Meeting and made available to the Public at the Meeting. The Report is attached as an appendix to these Minutes. The only addition to the report from The Chair was the recent spate of fly tipping which has been seen primarily in Rosemary Lane although

some has been seen in Peter James Lane. County Cllr Maynard asked residents to note the details of any vehicle seen fly tipping and to report it to Rother District Council who will investigate and will prosecute on every occasion. Dist Cllr Bird asked that the litter not be touched but left intact for Rother to collect.

16081 Planning

The Planning report, Planning Committee meeting notes and Neighbourhood Planning notes for the last month had been circulated prior to the meeting and made available to the Public at the meeting. They are also attached as an appendix to these Minutes. Cllr Leadbetter gave a précis of the report, highlighting the contentious applications and also detailed the work currently being undertaken on the Neighbourhood Plan.

Cllr Thatcher asked about the back-lands development at The Anchorage and questioned if the entrance was where an Oak tree had been felled last year. Cllr Leadbetter confirmed that the Oak was on Highland Maintenance land but there appeared to be no evidence linking that with the developers at The Anchorage. Cllr Leadbetter also advised that he had been invited by residents close to The Anchorage to look at the proposed development area from their gardens. He had taken up the offer, and in his opinion, their claim that the ground is moving was justified.

The Chair mentioned that in Lower Waites Lane there is evidence of 3 areas where subsidence is taking place.

16082 Land Management:

(a) Cllr King reported on the following:-

- (1) The bin at the Children`s playground in Wood field is working well
- (2) The dog bins are being emptied weekly
- (3) The sign re-routing walkers in Channel Way is working well
- (4) The wood edging around the playground area (near the slide) is to be replaced

(b) Discuss a request from Parkhurst Cricket Club to use Wood Field

Cllr King has spoken to Activate regarding the possible use of their facilities if Wood field is used by Parkhurst Cricket Club and they are agreeable for the hut to be used for changing and toilet facilities but there is no storage facilities as the garage is used by Fairlight Players. They would expect a donation for the use. Cllr King also suggested that no vehicles should enter the field.

Cllrs discussed the request and were not averse to the idea. It was agreed that Cllr King would speak with the cricket club and report back in June. The clerk will give Cllr King`s contact details to the Cricket club.

It was mentioned that Activate will be holding a BBQ on Wood Field on June 5th beginning at 7pm.

16083 County and District Councillors Reports:

Dist Cllr Bird advised that Annual Meeting for Rother had been held on 17th May and Paul Osborne was now Chairman of the Council. Rother have agreed to trial public speaking at Planning meetings for 12 months but to ensure it is implemented correctly and to allow for training, it is not expected to begin until December. It will be petition based with the lead petitioner allowed to address the meeting. He also advised that all the car parks are to have their pay machines replaced with a `pay on leave` introduced and they will also accept cards.

County Cllr Maynard advised that the new Chairman of East Sussex County Council is Cllr Ensor (Bexhill) and the Vice-Chair is Cllr Pragnell (Hastings). He also advised that Costains are now the new contractors for Highways repairs and he is expecting a better service for less money. The pot hole repairs will be monitored better and information will be available to Clerks. It is a 7 year fixed contract. He also added that the expected Public Health Allocation grant cut had been less severe than first thought which will enable more to be made available to many areas especially preventative health and some grants which had been cut have been re-instated.

16084 Approval and Payment of Accounts

The Clerk tabled a list of payments to be made at this meeting.

Approved as follows:-

Cheque No.	Payee	Gross £	VAT	(Reclaimable)
1804	Mopps (Lutman Award)	150.00		
1805	D Richards	221.00		
1806	AB Fire & Security	49.39	8.23	
1807	Mrs V King	xxxxxx		
1808	J Edmunds (Sal & Expenses)	xxxxxx		
1809	HMRC	xxxxxx		
1810	Miss T Robertson	xxxxxx		
1811	Zurich Municipal	1121.11		
1812	Wellers Law Group	57.60	9.60	
1813	A Mier (expenses)	36.97	6.16	
1814	M Jones (Assembly exps)	51.98		
1815	RALC (membership)	35.00		
1816	K Robertson (Audit)	104.70		

Cheque(s) numbered1804 signed in advance of meeting due to urgency

16085 Information and/or Future Agenda Items

- **Correspondence**

Correspondence Received:-

DCLG – Borrowing Approval
Fairlight Village Hall – thank you
Kent etc Air Ambulance – thank you
Mopps – thank you
Parkhurst CC
Pett Level Rescue Boat – thank you
RALC – 2016/17 reps form
RDC re Coast Protection notice
RDC re grant towards Queen`s 90th
Rother Rural Trust (thank you)
Solicitors Reg Auth
St Andrews – thank you
Various Neighbourhood Plan correspondence
Various SALC
Victim Support (thank you)
Wealden DC – Road closure Order
Weekly Rural News
Weekly Police updates
WHSS re Twitten
Correspondence Sent:
Highland Maintenance Chaser re LWL
P Norris
Planning Applicants x2
RDC re Coast Protection
Solicitor`s Reg Auth
Wykeham Hurford re Twitten

- The Clerk read out letters of thanks received from Pett Level Rescue Boat`s Treasurer and Fairlight Village Hall Treasurer. Both are included in the list above.
- There was nothing to update for the Hastings Country Park
- The Chair advised that the Clerk was retiring and thanked him for his work during his time in Office and made a presentation. The Clerk thanked everyone for the kind thought and explained that the new Clerk would be Mrs Anna Evett who is also the Clerk for Icklesham. The handover date will be sometime between 6th June and 30th June as a date is yet to be agreed. Her contact details will be published in due course.

15090 Date of next meeting – Tuesday 28th June 2016, 7.15pm at Fairlight.

The formal part of the meeting closed at 8.30 pm

Open Forum

- Mr Rayner (resident) asked County Cllr Maynard about the length of delay before the public will be able to speak at the Planning meetings. County Cllr Maynard said that he thought it was good that the public will be able to speak but it was also right that it was implemented correctly and the necessary training undertaken first so that everything is done in the proper way and all parties understand the correct order. It would also be necessary to change the Constitution to allow the change.

Councillors and members of the public agreed it needed to be right before implementation.

- John Pulfer (resident) thanked the Clerk for projecting loudly enough to enable the public to hear announcements.

There being no further business, The Chairman thanked everyone for their participation and closed this part of the Meeting at 8.45 pm.

(Cllr Revd V Gibbs – Chair)

Dated -----

APPENDICES

1. Highways Report

The reporting of potholes is ongoing with sadly little success. A person who jumped the temporary traffic lights on Battery Hill has been reported for speeding & jumping the lights. This was a very dangerous thing to do obviously. I have also reported some fly-tipping around the area especially in Rosemary Lane. We also have a couple of apparently abandoned vehicles in the village, these are a real nuisance. Just a reminder that anti-social driving and abandoned vehicles can be reported directly to the Police or on Operation Crackdown. www.operationcrackdown.org

Val Gibbs. Chair & Highways Officer

2. Planning Report

Planning Report for Fairlight Parish Council Meeting Tuesday 24th May 2016

1) Planning Applications

Planning report week 16

RR/2016/745/P

Gramarye, Farley Way, Fairlight TN35 4AS

Proposed replacement summer house situated on existing footprint.

Parish Council comments:

- 1) Any consent should contain a condition that the summer house must only be used as accommodation ancillary to the main house and not occupied as separate accommodation.
- 2) Any comments made by neighbours should be taken into account

Planning report week 17

RR/2016/1081/P

The Anchorage, The Avenue, Fairlight TN35 4DE

The erection of 1 no. dwelling house.

Parish Council comments:

A) Groundwater and Flood Risk

There is a problem with groundwater in this location. As part of the appeal which resulted in the approval of the two dwellings currently being built on this site it was a requirement that surface water be disposed of via the foul water drainage system or other method to be agreed with the local Planning Authority. It is our understanding that Southern Water have refused to accept surface water into the foul drainage system due to lack of capacity.

The applicant proposes to use the drainage system serving the properties currently being constructed for the new dwelling. It is therefore unclear how this could work.

Rother have agreed that soakaways are clearly unsuitable in this area of Fairlight.

The stream in this area of Lower Waites Lane is often at capacity during heavy rainfall and accepting further water would increase the risk of flooding around the junction with Broadway.

B) Japanese Knotweed

There has been a problem with a substantial quantity of Japanese Knotweed on the site of The Anchorage. It is unclear how successfully this has been dealt with and whether the approved method of removal has been complied with.

The plans attached to the method statement show a burial pit for the knotweed which appears to be on or immediately adjacent to the new dwelling.

C) Site Access

The Parish Council considers the proposed narrow access to the site to be inherently unsafe. It is close to the junction with Broadway, the main access to Lower Waites Lane. The lane at this point is very narrow and the road edge and stream bank are vulnerable to erosion. The proposed driveway would be up a steep slope and a very tight turn. Taking all these factors into account it is difficult to see how vehicles other than cars or light vans could get access safely.

There is no available off-site parking at this point and nowhere near the site for contractors' vehicles to park safely.

It is essential that planners get formal advice from the highways authority and emergency services on this point.

The relevant policy is CO6 ii – Ensuring that all development avoids prejudice to road and/or pedestrian safety.

D) Amenity of Adjoining Dwellings

The access to the site would be between 26 and 28 Lower Waites Lane and it would be a backlands development.

It would appear to breach policy OSS4 ii – Harms amenity of adjacent properties.

The precedent is Graystones 62 Lower Waites Lane RR/2012/1687/P for which the planners report states:

“the proposal results in an undesirable type of back-land development which can only be served by a long driveway that passes between (adjoining properties). In such a position traffic would be unduly intrusive to the quiet enjoyment of these properties typical of a poor back-land proposal. “

The proposal for The Anchorage is directly comparable so should be rejected for the same reasons.

RR/2016/1122/P

Greenrose, Channel Way, Fairlight, TN35 4BD

Demolish existing outbuildings and detached garage. Extend to the eastern side at single storey. Convert & extend the existing roof space.

Parish Council comments:

- a) Fairlight Parish Council has no objection to this proposal.
- b) Any comments made by neighbours should be taken into account

Planning report week 18

RR/2016/1116/3R

Fairlight Gap - Beach at Fairlight

Construction of a rock bund on the beach at Fairlight Gap between the two existing rock bunds.

Parish Council comments: Fairlight Parish Council fully supports this proposal.

Planning report week 19

Nothing for Fairlight

2) Planning Decisions

RR/2016/794/FN

Warren Estate Land - Field in, New Road, Fairlight TN35 4AN

Prior Notification for erection of agricultural farm building for storage of farming equipment and tractor.

Decision: Planning consent is required

RR/2016/768/P

11 The Close, Fairlight , TN35 4AQ

Proposed extensions to ground floor and roof raised with addition of front and rear dormers to create first floor level.

Decision: Approved

RR/2016/675/P

Windover, Sea Road, Fairlight TN35 4DR

Demolition of existing garage/workshop and erection of ancillary living accommodation.

Decision: Refused for the following reasons:

The appearance would not integrate satisfactorily with the local residential development.

The height and bulk would have an overbearing impact on the neighbouring property.

It has not been demonstrated that the development can be accommodated without having an impact on the stability of the cliff.

Stephen Leadbetter
Planning Committee Chairman
19th May 2016

**3. Neighbourhood Plan
Report for Fairlight Parish Council Annual Meeting on 24th May 2016**

1. This report sets out what has been achieved thus far, and the remaining tasks to be completed in this stage of the project.

Progress Reported to the Parish Council at Previous Meetings (with updates)

2. At its meeting on 24th February 2015 the Parish Council confirmed its intention to proceed with the Neighbourhood Plan.

3. Following negotiations with Action in Rural Sussex (AiRS), in May 2015, we agreed the services to be provided, and the likely costs, which are in the order of £13,000.

4. On 24th June 2015 the Planning committee met with the AiRS consultant to discuss the process and tasks required to progress the Neighbourhood Plan.

5. On 29th July formal notice was submitted to Rother District Council to designate the Parish of Fairlight as a Neighbourhood Plan area. Rother have confirmed that we are eligible and the consultation required by law has been carried out. Rother confirmed that the whole parish was included on 3rd December. We have been allocated a named officer within Rother Planning to give us guidance and practical support.

6. During July and August 2015 a Community Evidence report was jointly drafted by AiRS and the Parish Council. It sets out information about the character of the Parish, and factual and statistical information about Fairlight, its residents and access to services. This is a document which will be developed as the plan proceeds and will be a key part of the plan.

7. On 18th September a grant application was submitted to Communities, the government agency which deals with Neighbourhood Planning, for £4,452. This was agreed subject to a due diligence process. The required evidence and supporting documents were submitted and the grant was approved on 19th October.

Progress Made Since the Previous Report

8. Public Consultation Survey- A questionnaire for a survey was distributed to every home in the Parish in late November 2015 and was completed and returned by around 120 people.

9. Public Consultation Exhibition - An exhibition was held at The Village Hall Christmas Fair on 5th December 2015 as a further opportunity to inform residents of the Neighbourhood Plan process and give them an opportunity to ask questions and make further comments.

10. Call for Sites – A call for sites was issued in late November 2015 giving landowners the opportunity to submit sites so that their potential for development could be assessed. Two new sites were put forward as part of this process and a site, previously rejected by Rother, was resubmitted. It should be noted that Rother anticipate that such sites would be within or abutting the existing development boundary. They must have the potential for at least six properties to be considered within the Neighbourhood Plan.

11. Vision and Objectives – These were agreed and adopted in November 2015. While these can be updated as required consultation has not indicated that they should be.

12. Terms of Reference – These were adopted at the beginning of December 2015.

13. Local and Statutory Consultees – were identified and contacted in December 2015 and January 2016 to advise that Fairlight was developing a Neighbourhood Plan and inviting them to identify named contacts for future consultation.

14. We have developed a Communication Strategy using the village website, the FRA e-mail system, Facebook, Twitter (as yet unused) , press, posters and other means to be decided.

15. Village Hall Drop-In – This took place on 20th February 2016 and was attended by at least 134 people. The drop-in was in the form of a display showing all sites which had been considered for possible development, and the outcome of the December survey. Attendees were invited to leave comments on their priorities for the Neighbourhood Plan, and their ideas on sites which they preferred, to be considered for development.

16. Consultation Results - Following the survey and drop-in the following priorities for the Neighbourhood Plan emerge:

* The need to preserve the character of Fairlight, and in particular, preservation of the cliffs.

* The need for any future development to be supported by improved infrastructure, with drainage being the major concern.

* Comments on future development indicate that limited, if any development is favoured. The need for affordable housing, or housing designed for older residents, was mentioned by several people.
* Concerns were expressed about limited road capacity, poor repair of the roads, speeding traffic and limited public transport.
* Several people mentioned sites that they thought should be preserved, and conversely there were a number of comments about sites which might be suitable for development. No individual site attracted more than a handful of comments.

17. Review of Sites - The Neighbourhood Planning group are currently reviewing all sites recently, or previously, proposed for development using an assessment template provided by our consultants, AiRS, to see if there are alternatives to those deemed appropriate for development in Rother's Local Plan.

18. Policy Gap Analysis - The other current task is a review of Rother's adopted planning policies to identify areas where policy does not take sufficiently into account issues identified through our consultation. We are working on policies to put into the Neighbourhood Plan intended to deal better with these issues in future.

19. Grant Report - At the end of March 2016 we were required to send a report to Groundworks, the organisation who monitor our grant, demonstrating that it had been spent in line with the terms and conditions. Groundworks have acknowledged receipt and have raised no concerns.

20. Further Consultation - on policies and sites will be carried out within Fairlight once our initial work has been carried out.

21. Strategic Environmental Assessment - We are required to submit a Strategic Environmental Assessment (SEA) screening opinion document for Rother to share with other statutory bodies to establish if a full Strategic Environmental Assessment is required.

22. Pre- Submission Neighbourhood Plan - We can then draft our pre-submission draft Neighbourhood Plan for sign off by the Parish Council.

Future Commitment

23. A Neighbourhood Plan involves a community deciding on how it wishes to see the area develop and working on the plan together to allow that to happen.

24. Until now work on the Neighbourhood Plan has been limited to a very small number of people supported by a consultant.

25. We intend to ensure that individuals, and groups representing specific interests within the village, have the opportunity to feed into the draft proposals prior to developing the pre-submission Neighbourhood Plan.

26. The level of consultation and engagement will be tested at the submission and inspection stages and the plan will not succeed unless this can be properly evidenced.

Councillor Stephen Leadbetter
Chairman of Fairlight Parish Council Neighbourhood Planning Group
18th May 2016

Appendix A – Vision and Objectives

Fairlight Neighbourhood Plan
Planning Our Future – Preserving Our Heritage
Vision for Fairlight

Fairlight has a special character as a coastal cliff top village bounded by a Country Park, ancient woodland, an Area of Outstanding Natural Beauty and a cliff which is a Site of Special Scientific Interest, and part of which is particularly vulnerable to erosion.

While the age profile of the parish is older than the district and national average it is a vibrant and social community with many activities available for people of all ages, most of which are centred on the village hall.

We want development of the village to be planned in a way that meets the needs of current and future residents, and businesses, while respecting the features that make it a special place.

Objectives

- 1) Development should be carried out in a way that minimises the risk of damage to the cliff.
- 2) Although it may not be possible to prevent all development in the AONB, any such development should be sensitive to the impact on existing residents and the countryside.

- 3) Local infrastructure, particularly drainage and the road system, has little capacity to accommodate significant growth without being upgraded. The need for upgrading needs to be considered as part of the development process.
- 4) Local businesses such as the village pub, the Post Office, shops and the café need to be supported to help them survive and grow, protecting services for residents and employment opportunities.
- 5) Many in the village depend on the bus service for access to education, employment, shopping and social activity. The existing level of service needs to be supported.
- 6) Community facilities need to be maintained to support the excellent level of community cohesion in Fairlight.
- 7) Open space and trees within the built environment need protection and open areas should be designated within any new development.
- 8) Safety of residents should be protected through sensitive design.

4. Appointments list

Revd. Valerie Gibbs Chair	Highways Officer Planning Committee Community Transport Emergency Planning Broadband Link
Mrs. Jennifer Annetts	Emergency Planning Planning Committee Land Management Working Party
Mrs Carole Gallagher	Standards Committee Planning Committee
Mr Derek Greenup	Grants Officer Liaison with Fairlight Preservation Trust Police Liaison
Mr Tony King	Standards Committee Land Management Working Party Village Hall Social Affairs
Mr. Stephen Leadbetter	Planning Officer Planning Committee Land Management Working Party
Mr Andrew Mier	Planning Committee
Mr Michael Jones	Speed-watch RALC representative
Mr David Thatcher Vice-Chair	Standards Committee Footpaths Officer Tree Liaison Officer

5. Proposed amendment to Financial Regulations

- 5.1 The Council's banking arrangements, including the Bank Mandate, shall be made by the RFO and approved by the Council. They shall be regularly reviewed for efficiency. **Current and deposit accounts will be maintained with suitable banking institutions as appropriate. This may include the use of on-line banking facilities.**
- 5.2 A schedule of the payments required, forming part of the Agenda for the Meeting, shall be prepared by the RFO and, together with the relevant invoices, be presented to Council. If the schedule is in order it shall be authorised by a resolution of the Council and shall be initialled by the Chairman of the Meeting. If more appropriate the detail may be shown in the Minutes of the Meeting. **Any on-line payments will be set up by the RFO.**
- 5.3 Cheques drawn on the bank account in accordance with the schedule referred to in paragraph 5.2 or in accordance with paragraph 6.4, shall be signed by any two of the authorised signatories of the Council. **Payments made on-line will be authorised on-line by two of the Bank authorised members of the Council.**
- 5.4 To indicate agreement of the details shown on the cheque or order for payment with the counterfoil and the invoice or similar documentation, the signatories shall each also initial the cheque counterfoil