

FAIRLIGHT PARISH COUNCIL

Minutes of the Full Council Annual Meeting held at Fairlight Village Hall on Tuesday 23rd May 2017 at 7 pm.

Present: Councillors Mrs J Annetts, Mrs C Gallagher, Revd. V Gibbs (Chair), N Jones, T King, S Leadbetter, and D Thatcher. Also, present: Parish Clerk K Darbyshire, Cllrs Bird.

17064 Apologies for Absence: D Greenup, A Mier, Cllrs Maynard and Saint

17065 Code of Conduct and Disclosure of Interests: None

17066 Election of Chairman: The Chair indicated that she was willing to continue as Chair. The Clerk 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 Chair. Cllr Gallagher proposed and Cllr King seconded the proposal.

17067 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. As there were not, it was unanimously **resolved** to elect Cllr Thatcher as Vice-Chair. Cllr Revd Gibbs proposed and Cllr Gallagher seconded the proposal.

17068 Appointment of Members to Committees and Working Groups: Council **resolved** to appoint members to committees and working groups as per Appendix 2 attached.

17069 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 said he would look into. It was agreed that the Clerk would advise when the meetings are to be held and Cllrs can confirm if they are then available.

17070 Approve the Minutes of the Meeting held Tuesday 25th April 2017.
The minutes having been distributed prior to the meeting and made available to the Public at the meeting, were approved and were signed by the Chairman as a correct record.

17071 Matters arising from the Minutes not otherwise on the Agenda. There were none.

17072 Financial Matters -
To consider the Annual Governance Statement to go to the external Auditor. The Clerk explained the procedure for discussing the statement and advised that Council may need to discuss statement 5 in more detail and consider answering no to that statement.

17073 To approve the Annual Governance Statement to go to the external Auditor. Council **resolved** to answer yes to all the statements apart from statement 5.

17074 Council resolved to approve the Accounting statements, and the Chair signed and dated them ready to be sent to PKF Littlejohn External Auditor.

17075 Council **resolved** to re-adopt the Standing Orders and Financial Regulations.

17076 The Clerk advised Cllrs that they may wish to review the asset register next year as the prices shown are insured prices rather than current value, or bought prices. This may increase the insurance premium unnecessarily. Council **resolved** to approve the 2017-18 Asset Register

17077 The review by the Clerk of the Parish Council's Insurance cover for 2017/18 was noted.

17078 Grant application from Fairlight Playgroup
The Chair suspended standing orders, and invited Cllrs to ask questions of the two representatives from the Playgroup. There are currently 10 children attending the playgroup, but this will reduce to 4 in September. The representatives of the playgroup were unable to advise how many of those children live in Fairlight. There are two paid members of staff, with the playgroup needing a minimum of 12 children attending every morning for the Government funding to cover costs. The playgroup are currently fundraising, and are focusing on recruiting more children. They need to raise £5,000 by September in order to keep the playgroup open.
The Chair then reinstated standing orders, and invited Cllrs to discuss the grant request. The Clerk reminded Council of the Grants Policy, and that grants cannot be awarded for marketing or running

costs unless under exceptional circumstances. Cllrs discussed the application at length and agreed that they are supportive of the Playgroup, but also expressed concerns over its viability, and awarding a large grant to a small number of Fairlight recipients. It was **resolved** to award a grant of £500 to be used for marketing, and invite the playgroup to apply for another grant in September if it is still able to stay open.

17079 Council **resolved** to approve the schedule of payments and noted the receipts as below.

Payments	Gross	VAT	Notes
RSPCA	150.00		John Lutman award for Laurie Beetham
Mrs K Darbyshire	XXXX		May salary & expenses
Mrs V King	XXXX		May Salary
Miss T Robertson	30.00		Bus shelters invoice April 2017
Fairlight Village Hall	1000.00		Grant 2017-18
Zurich Municipal	1169.59		Insurance 1 st June 2017 – 31 st May 2018
AB Fire & Security	49.39		Inv 322103 CCTV Maintenance March 2017
HMRC	73.31		PAYE & NIC Mar 2017 (minus overpayment of £122.83)
Receipts			

17080 Policies and Practices

Council **resolved** to adopt all the draft Policies and Practices on the website

17081 Item 8 Highways and Transport Matters Report

Cllr Reverend Gibbs reported that she had seen an increase in rubbish being left on verges, e.g. tyres, a pram, and building materials. She had notified East Sussex Highways who have dealt with it.

17082 Item 9 Planning

- (a) The Planning report was noted.
- (b) The Neighbourhood Plan. The site assessments are currently being worked on. They will need to be assessed as part of the environmental study, before consultation with residents. The planning committee are currently looking at RDC policies to see if they are relevant to Fairlight. Public consultation could take place in July, if not they will be after the summer break.

17083 Item 10 Land Management

a) Cllr King gave a report, which was noted as follows:
 Posts have been replaced at the entrance to Wood Field from Commanders Walk, at the expense of the neighbouring property. Kemp & Catt have carried out the first grass cut satisfactorily. The dog waste bins are being emptied regularly by RDC.

In the second week in June the Cricket Club will be using a 1 tonne roller to flatten the pitch. Arrangements have already been made to allow them access. Cllr King will speak to them about taking their rubbish with them.

b) Woodland trust Tree pack. Cllr Thatcher gave Council details of the pack. The Council qualifies for a free pack of native species, and Council **resolved** to order a pack for Knowles Wood, to replace some of the trees that have been removed, because they are either damaged or rotten,

17084 Country Park and Firehills

- a) Council has received confirmation from Murray Davidson, HBC that the Project Board will continue to oversee the strategic implementation of the new centre, and this was duly noted.
- b) Council **resolved** to approve Haydon Luke remaining as the PC representative on the Project Board.

Cllr Gallagher advised that she had reported the deep puddles on the gravel path to the Firehills to Murray Davidson of HBC. She received notification from him that they are due to be filled in the next week or two.

17085 Clerk's report

The report was noted.

17086 County and District Councillors Reports.
Cllr Bird gave a briefing on the recent RDC Annual General Meeting. Mrs Mary Barns was appointed Chair, and Jonathan Johnson appointed Deputy Chair. Cllr Barns offered to visit as many local events as she could.

17087 Correspondence.
The Clerk has received letters of thanks for donation and grants awarded from: St Andrew's Church, Victim Support, Pett Level Independent Rescue Boat Association, Fairlight Gardening Club and Kent Surrey Sussex Air Ambulance. These were noted.

The formal part of the meeting closed at 8.05pm.

Open Forum

A resident complained about a drain on Waites Lane that causes the road to flood every time there is heavy rain. The Clerk was asked to write to Carl Maynard to establish what the underlying cause is, and what can be done to rectify it.

Another resident asked why weed killing on verges wasn't carried out as often as in previous years. The Clerk advised that there is an area on East Sussex Highways website or FAQs and she believes this is one of them.

Everyone was reminded that it is the Fairlight Residents Association AGM tomorrow evening at 7.30pm.

17089 The Chairman thanked everyone for their participation and closed the meeting at 8.15pm.

17090 Council Meeting Tuesday 27th June 2017 - 7.00 pm at Fairlight Village Hall

----- **Dated** -----

(Cllr Revd V Gibbs – Chair)

APPENDICES

**Appendix 1 - Planning Report for Fairlight Parish Council Meeting
Tuesday 23rd May 2017**

1) Planning Applications

Planning report week 17

RR/2017/970/P

Mermaids, Fyrsway, Fairlight TN35 4BG

Removal of existing sun room to rear of property, proposal of single storey flat roof extension to replace.

Parish Council comments:

- 1) There are no objections to this proposal.
- 2) Any comments made by neighbours should be taken into account.

Planning report week 18

RR/2017/1010/P

Lowenva, Fyrsway, Fairlight TN35 4BG

Erection of single storey rear conservatory.

Parish Council comments:

- 1) We note the proposal to discharge surface water to a new soakaway. Soakaways in Fairlight are not appropriate and an alternative method of disposal should be sought.
- 2) Otherwise we have no objections to this proposal.
- 3) Any comments made by neighbours should be taken into account.

RR/2017/1030/P

Spark Cottage, Fyrsway, Fairlight TN35 4BG

Replacement of front entrance porch with extension, replacement of timber garage and side porch with side extension.

Parish Council comments:

- 1) There are no objections to this proposal.
- 2) Any comments made by neighbours should be taken into account.

Planning report week 19

Nothing for Fairlight.

Planning report week 20

Nothing for Fairlight.

2) Planning Decisions

RR/2017/634/P

Old School House, Coastguard Lane, Fairlight TN35 4AB

Rear extension; paint front facade to modern existing side extension only.

Decision: Approved

RR/2017/688/P

8 Waites Lane, Chez Nous, Fairlight TN35 4AR

Erect rear flat roof dormer.

Decision: No planning consent is required as this is permitted development.

RR/2017/650/P

57 Lower Waites Lane, Fairlight TN35 4DD

Single storey side extension.

Decision: Approved.

Stephen Leadbetter
Planning Committee Chairman
16th May 2017

Appendix 2 - Appointments list

Revd Valerie Gibbs Chairman	Planning Committee Community Transport Emergency Planning
Mr David Thatcher Vice Chairman	Standards Committee Footpaths Officer Tree Liaison Officer
Mrs Jennifer Annetts	Emergency Planning Planning Committee Land Management Working Party
Mrs Carole Gallagher	Standards Committee Planning Committee Land Management Working Party
Mr Derek Greenup	Grants Officer Liaison with Fairlight Preservation Trust Police Liaison
Mr Nick Jones	Highways Officer Broadband Officer
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