ALFRISTON PARISH COUNCIL

[www.alfristonparishcouncil.org.uk](http://www.alfristonparishcouncil.org.uk)

**CLERK TO THE COUNCIL** 11 Highfield Road

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 East Sussex

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**Minutes of a meeting of Alfriston Parish Council (APC)**

**held in the Alfriston War Memorial Hall on Monday 21st May 2018**

**Present:**

Cllr. J. Watkins – Chair Cllr. R. Savage

 Cllr. N. White – Vice Chair Cllr. C. Adcock

Cllr. K. Halliday Cllr. V. Cooper

Cllr. N. Beechey

 **In attendance:**

Victoria Rutt - Parish Clerk

 Approximately 22 members of the public

**13 Chairman’s Welcome**

 Cllr Watkins welcomed everyone to the meeting and she thanked Cllr Beechey for everything he has done as Chairman.

**14 Public Questions**

1. Mrs Sylvia Daw confirmed that the beans have been planted in the wigwam on the Tye, there is no cost this year to APC.
2. Mr Bill Rendall asked if the Chairman could let him know what is discussed later on in agenda item 23.2 as he can’t stay and is being interviewed tomorrow morning by Sussex Radio.
3. Ms Diana Monteath-Wilson sought clarification on APC’s position on the traffic light scheme. It was confirmed that APC’s position remains that it is opposed to any traffic light scheme.
4. It was agreed that as Mr Bill Rendall could not stay, he could provide an update on the Lead Member meeting held this morning re the decision to have a traffic light trial. He confirmed that the meeting was taken in two parts: Cllr Bennett, Lead Member, looked at the proposals submitted by Conserve Alfriston and then considered the trial scheme. Cllr Shing had raised that it was wrong spending £85k on the trial when the finances are stretched. Conserve Alfriston were allowed to put their view across; these are the wishes of the people. Lead Member confirmed that measures would be considered across the village, not just the narrow section. The Lead Member decided to proceed with the trial. It was agreed that the APC submission report which Cllr Savage stated he read out at the meeting would be published by the Clerk. Action.
5. Mr Vernon Reynolds stated that he would like to know the criteria that ESCC are going to use to determine whether the trial was a success.
6. Mrs Nicky Vassell asked if SAFE still exist? Cllr Adcock could not answer the question with a definitive answer. Cllr Adcock was a co-founder of SAFE. She is not sure if they still hold meetings or publish information. She would not say whether they no longer held meetings because they didn’t exist or because they didn’t call meetings. Mr Bill Rendall confirmed that the Chair of SAFE is adamant it still exists.
7. Mr John Hurwood stated that SAFE never promoted just traffic lights, that was just one of the options they were researching.  Their main aim was to look at all possible solutions for the traffic and pedestrian problems and to present these findings to the village with a view of getting something done to make things better
8. Mrs Nicky Vassell asked the validity of the SAFE speaker being allowed to talk if it no longer exists?
9. Ms Diana Monteath-Wilson wanted to know whether Cllr Adcock could say if SAFE exist or not. Ms Monteath-Wilson wanted to know if Cllr Adcock considered herself a member of SAFE or not. Ms Monteath-Wilson wanted to know what organisations Cllr Adcock was a member of. Cllr Adcock stated that she does not want traffic lights but would like sensible measures considered. She stated she is a Councillor to find out what the villagers want and to represent them. Ms Diana Monteath-Wilson stated that Cllr Adcock should resign from SAFE and Conserve now she is a Councillor. John Harwood indicated that SAFE was current in abeyance.
10. Cllr Beechey asked why Cllr Adcock stated at the Lead Member meeting that she is an APC Councillor when she was not attending the meeting as a representative of APC. Why mention it? Cllr Adcock stated she said wanted ESCC to know this. Ms Diana Monteath-Wilson stated that Cllr Adcock had not promoted any side at the lead member meeting.
11. Mrs Sylvia Daw asked how the lead member knew that Cllr Savage and Watkins were speaking at the meeting. Clerk confirmed she had requested a speaking slot for APC and had to provide a named person.
12. **Report from Maria Caulfield MP**

No attendance or report.

1. **Report from East Sussex County Councillor Stephen Shing**

Cllr Shing welcomed Cllr Watkins as the new Chair and thanked Cllr Beechey for his support. He explained that it was unusual that the Lead Member, at the traffic meeting held earlier this morning, had allowed so many people to speak. Cllr Shing stated he thinks, in times of cost saving with the grass cutting service and the libraries being cut, how can ESCC justify £85k on a trial scheme which will likely show that traffic lights will not work. Cllr Adcock thanked Cllr Shing for supporting Alfriston at the meeting. Cllr Beechey asked if Cllr Shing could find out if all the £85k is for the trial. Mrs Nicky Vassell said she doesn’t understand how they can throw that amount of money at a trial when they are cutting services like social care. Cllr Beechey stated at the recent SLR meeting it was confirmed that the cost of two bog standard traffic light heads with a push button crossing function was around £160k. Alfriston will require 8 heads. Mr Rendall indicated that at the meeting this morning ESCC had said 6 heads, as they were not proposing tp progress with advisory lights for the garage and private bay between the lights. Mr Vernon Reynolds asked if Cllr Shing could try to find out how ESCC are going to evaluate whether the trial is a success or not? Clerk to send Cllr Shing the report presented this morning on behalf of APC. Action

Cllr Shing ended by saying that enforcement by the Police is not going to happen outside the Star Inn, ESCC should take responsibility for this to help secure the scheme.

1. **Report from Wealden District Councillor Phillip Ede**

No apologies. No report. Clerk to write to him to ask why he no longer attends. Action

1. **Apologies for absence**

No apologies.

1. **Minutes**

Clerk wanted to record a public apology to Mr Adrian Butcher. In the minutes from the March 2018 meeting it stated that the AWMH committee were happy with the Tye parking rules as their amendments had been taken into consideration. Mr Butcher sent an email to the Clerk on the 12th April 2018 saying this was not correct. Clerk circulated the email to Councillors but did not read out at the April meeting.

Cllr. White proposed and Cllr. Halliday seconded a motion that the Minutes of the meeting held on 16th April 2018 were a true and accurate record. **MOTION CARRIED.**

Cllr. Beechey duly signed the minutes.

1. **Finance**
	1. To approve the Statement of Finances

 Cllr. Cooper proposed and Cllr. Savage seconded a motion to approve the Statement of Finances

[***Appendix A***]. **MOTION CARRIED**

* 1. To approve and sign Invoices for Payment

Cllr. Cooper approved and signed Invoices for Payment. **MOTION CARRIED**

* 1. To approve 2017-18 Q4 audit documents

Cllr. Halliday proposed and Cllr. Beechey seconded a motion that the circulated paperwork for the 2017/18 Q4 were approved. **MOTION CARRIED**

* 1. To ratify and approve annual return 2017-18

Cllr. Beechey proposed and Cllr. White seconded a motion that the circulated Annual Return for 2017/18 had been approved by all Councillors. The Chair and Clerk/RFO signed the paperwork. **MOTION CARRIED**

* 1. To consider Clerk moving up in pay scale

Cllr Beechey reported that the Clerk was appointed on a lower grade when she started as she had less experience. He feels that the Clerk has grown into role and is doing very well. All Councillors agreed. It was agreed that she should move to the same grade as where her predecessor was on when she left. Clerk pointed out that she should also move up in October when she obtains her CiLCA qualification. Councillors thanked Clerk and agreed she should receive the pay rise. Cllr Beechey proposed and Cllr Cooper seconded this motion. **MOTION CARRIED**

* 1. To approve and adopt Finance Regulations and Risk Assessment documents 2018

Cllr. Beechey proposed and Cllr. Savage seconded a motion that the circulated Finance Regulations and Risk Assessment documents have been agreed and approved by all Councillors. **MOTION CARRIED**

1. **To approve the insurance renewal with BHIB Insurance Brokers**

Clerk reported that she has undertaken an insurance comparison. There are only a few companies that can offer Parish Councils insurance, we were with Aon UK but they have been brought over by BNIB. The comparison showed that BNIB provide the same cover as Aon UK did but at a slightly reduced cost. The Clerk recommend to Councillors to renew with BNIB. Cllr Cooper proposed and Cllr Adcock seconded a motion to renew with BNIB.

**MOTION CARRIED**

1. **To discuss the GDPR requirements in order to show compliance**

Clerk reported that she has circulated to Councillors the updated GDPR policy and has also supplied Councillors with a contract to sign to state that they have done what they need to at home on laptops and any existing Council paperwork to ensure APC are compliant with GDPR. Cllr Halliday proposed and Cllr White seconded a motion that all Councillors approved the new GDPR policy. **MOTION CARRIED.**

1. **Report on Highways & Twittens**
	1. Market Cross update

Clerk reported that she has now made contact with the Stonemason after having difficulties with contacting him. He has promised a report shortly which will then aid the completion of the Market Cross grant application.

* 1. High Street traffic update

Cllr Savage reported that the meeting held this morning was discussed earlier in public questions and that the presentation notes would be circulated. The press were present at the meeting and radio interviews are being held in the village tomorrow with APC and Conserve Alfriston. Cllr Adcock confirmed that the ‘vehicle activated signs’ referred to in the Conserve Alfriston proposals have been withdrawn from their proposals. The 20mph trial will take place for 4 weeks with the trial traffic lights and then a further 4 weeks afterwards.

1. **Report on Allotments**

Cllr Cooper thanked Cllr Halliday and his wife for the work they have completed at the allotments. The Clerk confirmed that 3 plots were leased last week so the number of vacant plots is reducing. Cllr Cooper confirmed that she has the numbered stakes still to do, Clerk to send an email with the confirmed numbers. Action.

1. **Report on Rights of Way and Countryside**

Cllr Watkins confirmed nothing to update.

1. **Report on Car Parks and Public Transport**
	1. Bus shelter in Willows car park

Cllr Adcock stated that the money is sitting there. It was agreed that the next steps are to look at the permission needed with WDC and SDNPA. Clerk to arrange a meeting with WDC and Cllr Savage to start the process. The drawings that previously have been agreed will be sent to WDC. Cllr Adcock stated she would like to be present at the meeting from a fundraising perspective. Cllr Savage will lead on the bus shelter.

* 1. Replacement bins in Willows car park

Clerk confirmed that she still needs to speak with Mr Cooper regarding a timber quote as the previous quote was too expensive. A quote will be received by the next meeting.

1. **Report on Strategic Planning**

Cllr Watkins confirmed that she recently attended the Cuckmere Buses AGM at Arlington. There is nothing to report from that meeting .

Cllr Adcock reported that a group called SCATE who are looking at the options for the A27 would like to attend an APC meeting to give a presentation, as this will have a bearing on Alfriston. Councillors are happy for them to attend. Cllr Adcock to send their details to the Clerk so the Clerk can arrange.

1. **Report on Tye and Recreation Ground**
	1. Playground refurbishment update [Cllr Cooper]

Cllr Watkins reported that the playground looks great and a huge well done to Cllr Cooper for all her hard work. Cllr Cooper reported that the rubbish in the corner will be removed at the weekend. She also reported that the gate post and tree needs looking into, Cllr Beechey confirmed he would look at these as the new portfolio holder.

* 1. Update on Tye footpath

Cllr Beechey stated that he will now be looking into this as the new Tye portfolio holder. Cllr Adcock will send over the quote that she has obtained and Cllr Beechey can proceed with the Clerk to look into this futher.

1. **Report from Planning Committee**
	1. Applications to be considered by APC planning committee at this meeting
	2. Applications considered by APC Planning Committee since last meeting

**SDNP/18/00245/HOUS**

Little Paddock, Sloe Lane, Alfriston, BN26 5UR – Meeting held on 2nd May; this was supported by APC

Re-arrangement of the front door (within permitted development) that necessitates new exterior steps, the re-arrangement of proposed terrain follows the existing contours with minor adjustments. Installation of patio door, requiring the addition of exterior steps that lead to newly proposed sandstone patio. Widening of the front vehicular gate and driveway to allow for access for large vehicle, including fire and ambulance. This is the only area that falls into the conservation area. Part of the existing flint wall has previously been demolished and re-built, we seek to demolish this new part of the wall to widen the gateway and make-good. Re-positioning of garden shed, to remain the same size and of the same material (wooden) as the current shed. The proposed garden shed is to be placed 2m away from the boundary. Erecting a new Glass House, to be placed 2m away from the existing boundary. Creating terraced planting beds and seating area within existing slope, proposed features do not exceed 0.3m at its highest point above existing terrain. Creating flush threshold at rear entrance for disability access.

**SDNP/18/01888/FUL**

Highdown, The Broadway, Alfriston, BN26 5XH – Meeting held on 2nd May; this was supported by APC but conditions ask for to protect Dark Skies.

Convert the existing attic roof space into a master bedroom suite. Carry out refurbishment works and replace some of the windows. Small rear extension to infill an existing overhang and improve the appearance of the property

* 1. Applications notified or awaiting decision from SDNPA

**SDNP/18/01157/FUL** 3 Wingrove, The Tye, Alfriston, BN26 5TL – *SDNPA approved.*

Proposed change of use from C3 to C1 in order to create 4 no. additional hotel suites at Wingrove House Hotel, Alfriston. Cllr Beechey noted that it was a shame that SDNPA appeared to believe that tourism should trump the ability of those on “limited” means to be able to buy or rent “relatively” affordable small properties in the village.

1. **Reports from Outside Bodies**
	1. Cuckmere Buses – no report.
	2. Lorry Watch – no report.
	3. Heartstart – Mr Watkins stated they are still very short of people, it is still just him and Cllr Watkins. The ambulance service are expecting more of them. They are desperate for people to join them otherwise they could be in trouble. Cllr Watkins confirmed she still needs to action the poster.
	4. Alfriston Emergency Group – Mr Vernon Reynolds stated that regarding the bus shelter, AEG will go ahead once APC have confirmed that the funds and permissions are in place. The petrol driven water pump is very good but has not been needed at the moment as no rain! He expressed his thanks to APC for permission to use the Recreation Ground on the Bank Holiday weekend for the boot fair and parking.
	5. Flood Forum – Mr John Hurwood reported that there have been no floods. He asked the Clerk if the grant application was being discussed later, Clerk confirmed it was.
	6. Neighbourhood Watch – no report.
	7. Twinning Committee – Cllr Watkins read out a report sent in from Ms June Goodfield updating that on the 20th April 2018 forty-two Veules les Roses Primary School pupils with nine Teachers and Parents visited Alfriston Primary School. They had a fantastic visit with excellent weather, lots of activities, cakes from school volunteers followed by games and letter writing in the OCC. Some wept when they left for the ferry home. In early May the French flag was flying in Alfriston, an update on this will be provided for the June meeting.
	8. Alfriston and Cuckmere Connect – no report
	9. St Andrews Church – Ms Diana Monteath-Wilson reported that the restoration project had not gone away. They are doing a stage at a time; the first task is to fix the spire to ensure the church is waterproof. A grant application to Garfield Weston is underway. They need to raise in the region of £120k. There is no update at this time on a new Rector. They are very grateful for villagers arranging fundraising events for the restoration project.
	10. Clergy House – Mrs Sylvia Daw confirmed that numbers are up with the good weather and they have good events over half term. They have put leaflets in the hotels in Eastbourne which is encouraging visitors. She also reported that a leaflet will be sent to the new Duke and Duchess of Sussex.
2. **Correspondence to The Clerk**
3. Clerk wanted to express her thanks to all Councillors for the support the past 14 months, but in particular to Cllr Beechey as Chairman, without his support and guidance she could not have got through it so a big thank you from the Clerk.
4. Clerk updated that the APC website went down for a short while, however it is now up and running with a new version. Huge thanks must go to Nathan Pope for all his hard work, help and support.
5. Clerk reported that email permission has been provided to the preschool to hold an event on the Tye and parking on the Recreation Ground on the 15th September 2018 as they had to cancel plans for Sussex Day.
6. South Downs Summer Music have contacted Clerk to request permission again to have a mobile bar on the Tye for the festival which is being held on 24 – 29 July. It will be the same set up as last year. All Councillors granted permission.
7. ‘A’ board permissions granted to the WI for their coffee morning on Saturday 16th June, to the Art Club to for their exhibition over the May bank holiday weekend and to the Historical Society for the 21st June.
8. Clerk updated that the budget for s137 grants for 2018/19 has been set at £500. Three grant requests have come in; Kent Surrey Sussex Air Ambulance at £300, Cuckmere Buses at £200 and Flood Forum at £70. It was agreed that we should pay what we did last year and as they are all important it was agreed to go over the budget by £70. Clerk to process the s137 grant payment.
9. **Date of next meeting**

The next meeting of the Council will be held at 7.15 pm on Monday 18th June 2018 in Alfriston War Memorial Hall. The meeting will be suspended after the Chairman’s Welcome to allow Public Questions and Reports from County and District Councillors.

**33. Public Questions**

1. Mrs Sylvia Daw asked if the cones that were placed outside the Star Inn last summer on the single yellow line could start again. Mr Vernon Reynolds confirmed on behalf of AEG that they could and Mrs Daw stated that she is happy to help at any time. The cones can only be put out 07:00 – 20:00.
2. Cllr Beechey asked the Clerk what the latest fundraising total was for the ‘There but Not There’ campaign, the Clerk confirmed that we have £1078 out of the £1300 required amount. Mrs Daw stated that if she was sent something it could be put in the school newsletter and Ms Monteath-Wilson is happy to read out something at the Sunday church service. The WI are also holding a collection for this campaign at their upcoming coffee morning.
3. Cllr Adcock asked the Clerk when the mine was being repainted. Clerk confirmed it was being started the following day, Tuesday 22nd May.
4. Mr Reynolds stated that the plan on the bus shelter is good to go, the supports will just need changing but will not affect the overall plan.
5. Mr Reynolds asked the Clerk if the minutes from this meeting was on the web. Clerk confirmed that all APC minutes are published via email, noticeboard and website.

Signed: 

Victoria Rutt - Clerk and RFO

**APPENDIX A**

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