ALFRISTON PARISH COUNCIL

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

**CLERK TO THE COUNCIL** 33 Swaines Way

Victoria Rutt Heathfield

East Sussex

TN21 0AN

Tel: 07936 904743

E-mail: [clerk@alfristonparishcouncil.org.uk](mailto:clerk@alfristonparishcouncil.org.uk)

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

**held in the Committee Room, AWMH on Tuesday 14th January 2020 at 19:00**

**Present:**

Cllr Beechey [Vice Chair] Cllr Daw

Cllr Rabagliati Cllr Adcock

Cllr Cooper

**In attendance:**

Victoria Rutt - Parish Clerk

1. **Chairman’s Welcome**

Cllr Beechey welcomed everyone to the meeting. Apologies from Cllr Watkins and Cllr Savage.

1. **Update from Clerk**

Clerk reported that on the 18th December 2019, Wealden District Council [WDC] met to discuss

the future of the car parks. A decision was made but was not communicated to APC until

Monday 6th January 2020. WDC have decided to bring the management of the two car parks, Willows and Dene, back in house from the 1st April 2020.

The Clerk explained that APC take in all the income. A quarterly report is submitted to WDC showing the income taken in, and any expenditure incurred by APC. This will be relating to the car park attendants’ hours, 13.33% of the Clerks hours, attendants’ phone, anything related to the machine or surrounding areas in car park i.e. trees. WDC then send an invoice to APC for the income, minus the expenditure incurred by APC, and minus APC’s take.

With this decision, it means that APC would lose a large source of income. However, the current expenditure for the car park would also not be needed. Therefore, APC are looking at a loss of around £7k.

1. **Questions for Councillors**

Cllr Adcock asked about the savings on the car park attendant. It was explained this would be around the £6k mark.

Cllr Adcock asked about the Clerks hours. The Clerk explained that WDC have said they contribute 13.33% and this happens to relate in financial terms of 4 hours a week. However, the Clerk does not work 4 hours a week on the car park. This is also not covered in the Clerks contract; it just states 30 hours. Due to the situation, this is going to be discussed in a confidential personnel meeting arranged for February 2020.

Discussion took places on savings that will be made for the grass cutting as the Willows car park and picnic area will now no longer need to be paid for by APC. Savings will also be made on bin collections as APC will no longer be paying for the two bins in Willows and one bin in the Dene car park to be emptied as this will fall to WDC to pay for.

1. **Next Steps**

It was agreed by all Councillors that next steps would be to send a letter to WDC asking for a number of documents and explanations. The below text was later agreed after the meeting and sent to WDC on the 16th January 2020.

*Dear Trevor,*

*Thank you for your email of 14 January 2020 in response to our queries.*

*Further to your email, and so APC can better understand the process you have undertaken in coming to your decision on the management of the Willows car park, as well helping to inform APC as to how it may choose to react to your decision, I would be very grateful if you could provide us with answers to the following:*

*i) what documents and/or materials your committee had to assist you in the decision making process;*

*ii) whether we can have copies of said documents and/or materials;*

*iii) the detail of what other options were considered by you;*

*iv) what is meant by “in the best interests of the wider residents of Wealden” as set out in your email as a reason for your decision;*

*v) the extent to which the fact that you already manage other car parks in Wealden influenced your decision;*

*vi) why you have concluded that the same standards you allude to in your email could not be met by APC’s continued management of the car parks;*

*vii) what WDC’s intention (short and long term) is vis a vis keeping open the public toilets in both car parks;*

*viii) whether WDC intend for charge for parking in the Willows post 1st April;*

*ix) if the answer is ‘yes’ to viii) above, how you say that fits within WDC’s policy not to charge for parking owned/managed by WDC within Wealden;*

*x) whether any consideration was given to engagement with APC before finalising you’re decision; and*

*xi) to what extent was there consultation with our local Cllr, Cllr Lunn, before your decision was taken.*

*Lastly, may I ask whether the meeting at which you took the decision was minuted, and if so whether we could have a copy of the minutes?*

MEETING END