

ALFRISTON PARISH COUNCIL

www.alfristonparishcouncil.org.uk

CLERK TO THE COUNCIL

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Monday 10th May 2021

Minutes of a meeting of Alfriston Parish Council (APC) held remotely via Zoom on Tuesday 4th May 2021 following the Annual General Meeting

Present:

Cllr Watkins [Chair]

Cllr Daw

Cllr Beechey [Vice-chair]

Cllr Rabagliati

Cllr Cooper

Cllr Bell

Cllr Savage

In attendance:

Victoria Rutt - Parish Clerk

Approximately 5 members of the public

14. Chairman's Welcome

Cllr Watkins welcomed everyone to the monthly meeting. She reported that she had received a letter on behalf of the Cuckmere Support Network from the Lord Lieutenant's office thanking the group for all their hard work during the pandemic. Cllr Watkins explained that prescription deliveries continue for those who are unable to easily attend the pharmacy and to date they have done just over 300 deliveries since 1st April 2020. The Deputy Lord Lieutenant will be coming to the village in due course to meet with the group. This is excellent recognition for Alfriston and all the hard work of the Cuckmere Support Network.

15. Public Questions

Cllr Beechey asked a question about the Doctor's Surgery. He asked if APC could formally write to find out why they have not re-opened. Cllr Watkins explained that she recently asked the question and the surgery explained they have not reopened due to only having one door and therefore there was no entrance and exit so they can't reopen. Cllr Beechey thought this was an odd excuse given that non-essential shops had re-opened and other medical centres were managing to open. Councillors agreed that a formal letter should be sent asking for their plan to reopen. Clerk will action this. **Action 1.**

16. Apologies for absence

No apologies.

17. Report from Maria Caulfield MP

Maria Caulfield MP reported that she had met with the CCG that morning about Doctor's surgeries in the local area. The CCG are writing to all GP's to find out their re-opening plans and assisting where they can. Regarding the A27, there will be some new plans coming out shortly so Maria confirmed that she will send them over once she has received. There will be a meeting soon with the Environment Agency about the Cuckmere, the changes need to be

signed off by a minister so it will be a lengthy process. There is a new Chief Inspector within Sussex Police who is very positive and keen to help with issues including parking enforcement. Maria will put him in touch with the Clerk to arrange a meeting.

18. Report from Cllr Stephen Shing [ESCC]

Cllr Shing reported that he does not have anything to update as no meeting recently due to the elections. Cllr Watkins thanked him for all that he has done for APC.

19. Report from Cllr Michael Lunn [WDC]

No report or attendance.

20. Declaration of interests

Cllr Watkins declared an interest as she is part of the Alfriston Emergency Group. Cllr Daw declared an interest as she is a Churchwarden for St Andrews and is also part of the Alfriston Emergency Group.

21. Minutes

21.1 To agree as a true record the Minutes of the APC meeting held on 19th April 2021

Cllr. Beechey proposed and Cllr. Savage seconded a motion that the unadopted minutes of the APC meeting held on 19th April 2021 were a true and accurate record. **MOTION CARRIED.**

22. Finance

22.1 To approve the Statement of Finances: May 2021

Cllr. Daw proposed and Cllr. Savage seconded a motion to approve the Statement of Finances for May 2021. [\[Appendix A\]](#). **MOTION CARRIED**

The minutes and finance report/invoices could not be signed as it was a remote meeting, but they will be signed in due course.

22.2 To confirm that Councillors have had sight of the Internal Audit report 2021

Cllr. Rabagliati proposed and Cllr. Daw seconded that they have had sight of the internal audit report 2021. **MOTION CARRIED**

22.3 To ratify and approve the Annual Return 2020/21

Cllr. Beechey proposed and Cllr. Daw seconded that they have had sight and approved the Annual Return 2021. **MOTION CARRIED.** Cllr Watkins and Clerk will meet socially distanced to sign the relevant paperwork so this can be submitted before deadline.

22.4 To approve the general and ringfenced reserves for 2021/22

Clerk explained that a report was sent to Councillors following the year end 2020/21 to ask them to consider putting the surplus of £5,520 into the general reserves taking the general reserves pot to £15,520. Guidance recommends that 50% of expenditure should be in the general reserves. Councillors agreed to this.

Clerk also explained that on the monthly finance report she has amended the layout of the reserves information so it is shown clearly what is in each pot, any planned movements within that financial year and if any further money had been added due to the new budget. Also shown is CIL money from SDNPA. This needs to be spent within 5 years and there are limited items it can be spent on. The Clerk recommended assigning the CIL money to either the playground project or to start a fund for the new hard surface area on the Recreation ground. Cllr Bell asked what is the hard surface area? Cllr Beechey explained that following a request last year from a young person in the village, APC agreed to look at installing a multipurpose area for tennis, basketball, skating, 5 a side football etc, sited on the

Recreation ground. This is an ongoing project which has been delayed due to covid but has received support from the village. Cllr Beechey proposed to put the CIL money towards the new hard surface area, this was seconded by Cllr Daw. **MOTION CARRIED.**

22.5 To approve and adopt Finance Regulations and Standing Orders 2021

Cllr. Beechey proposed and Cllr. Rabagliati seconded that all Councillors have had sight of the documents and they have reviewed and approved the Finance Regulations and Standing Orders 2021. **MOTION CARRIED.**

22.6 To approve and adopt Risk Register and Asset Register 2021

Cllr. Daw proposed and Cllr. Cooper seconded that all Councillors have had sight of the documents and they have reviewed and approved the Risk Register and Asset Register 2021. **MOTION CARRIED.**

22.7 To review and adopt all of APC's policies [found on APC website]

Cllr. Daw proposed and Cllr. Savage seconded that all Councillors have had sight of the policies and that they have reviewed and approved all of APC's policies. **MOTION CARRIED.**

22.8 To approve insurance renewal with BHIB Insurance Brokers for 2021/22

Clerk reported that the insurance renewal has come through for the next financial year. Cllr Bell asked how much it is compared to last year? The Clerk confirmed it is an £11 increase. Cllr Cooper proposed that the insurance is renewed, and Cllr Savage seconded the decision. **MOTION CARRIED.**

23. Report on Highways and Twittens – Cllr Rabagliati

Cllr Rabagliati reported that a new replacement handrail for the footpath at Whiteway has been ordered and that the work is to be completed sometime in May. We are pressing for the work to be completed as soon as possible. In Sloe Lane, Highways have agreed to make repairs to the large pothole and to date, APC have had no reports of vehicle turning issues since the new sign was put up. Highways have also reported that the drain at the bottom of Winton Street needs clearing. Cllr Rabagliati also reported that there is a traffic meeting with ESCC and other stakeholders on Friday 14th May.

Cllr Beechey wanted it noted that the 'temporary closure' of the footpath at Whiteway is not in fact in place and nothing has changed following him raising concerns re ESCC liability at the SLR meeting. Cllr Beechey also reported that the road closed sign that looks as if it has been dumped in the Square has still not been removed. Clerk will chase the removal of sign and speak to ESH again about concerns regarding the path. **Action 2.**

24. Report on Allotments – Cllr Cooper

Cllr Cooper reported that there is now one vacant allotment plot but this will be offered to the person at the top of the waiting list once a shed has been removed.

25. Report on Public Transport – Cllr Savage

Cllr Savage confirmed that nothing new to report.

26. Report on Rights of Way and Countryside – Cllr Savage

Cllr Savage confirmed that nothing new to report. Cllr Beechey asked whether there was an update on the fallen down fence on the opposite bank by the White Bridge. SDNPA did email saying there was going to be a delay but it was agreed that the area could be cleared and tidied up. Clerk to ask for an update on timescales. **Action 3.**

27. Report on Strategic Planning – Cllr Daw

Cllr Daw reported her thanks to Mr Olly Rutt for installing the 2 memorial benches for Lee. They look great and thanks to Mr John Harmer and Cllr Beechey for the placement of them. The plaque is in progress and there will be a reveal in due course at a cricket match.

Cllr Daw reported that she has received a copy of the previous Parish Plan and was pleased to see that some ideas raised in that plan have been completed. Clerk is still going to look into all the options available re Parish Plan, Neighbourhood Plan etc and compile a report. Then Clerk will meet with Cllr Daw to discuss and go through next steps.

28. Report on Tye and Recreation Ground – Cllr Beechey

Cllr Beechey expressed his thanks to Cllr Daw for her efforts in helping control litter by covering the bins on the Tye when they are full, which is also encouraging people to take their rubbish home with them. Cllr Daw has also noticed that the village sign on the Tye is looking in need of some TLC so after liaising with Cllr Beechey it has been arranged for Penny Ellis and Frank Fox-Wilson to make good the sign. Cllr Beechey reported that the Tye path widening project has been completed and care needs to be taken if vehicles need to drive on the Tye (which should be unlikely) but please carefully drive so as to not disturb the grass seeds. Another positive email has been received from the Friend of Alfriston Playground who are moving forward to consultation stage with an online survey. A meeting will take place with the group along with Cllr Beechey and the Clerk in due course.

29. Report from Planning Committee – Cllr Bell

29.1 Applications considered by APC Planning Committee since last meeting

No applications have been considered.

29.2 Applications notified or awaiting decision from SDNPA

SDNP/20/05790/LIS The Star Inn, High Street, Alfriston, BN26 5TA

SDNP/21/00499/FUL Land South of North Road, Alfriston, East Sussex

SDNP/21/00912/HOUS Glebe Edge, North Road, Alfriston, BN26 5XB

SDNP/21/01459/FUL The Star Inn, High Street, Alfriston, BN26 5TA

SDNP/21/01727/FUL Mistila, Whiteway, Alfriston, BN26 5TP

SDNP/21/01326/LIS The George Inn, High Street, Alfriston, BN26 5SY

Cllr Bell could not update on the above as both he nor the Clerk could get onto the portal as system was down.

29.3 Enforcement updates

Cllr Bell reported that still no updates from SDNPA on enforcement despite chasing. There is a zoom meeting about enforcement coming up soon that he is attending so hoping to have more to report after that.

30. Reports from Outside Bodies

30.1 Volunteer Task Force: Mrs Adcock was not at the meeting but Cllr Rabagliati reported that Mrs Adcock had sent out an email to start a list of projects that the group may focus on when they are able to meet.

30.2 Heartstart: Cllr Watkins stated that nothing new to report.

30.3 Alfriston Emergency Group: Mr Steve Woodgate reported that they continue to look at the river levels. He is also liaising with ESH to clear the ditch at the top of Tye Road.

30.4 Flood Forum – no report.

30.5 Neighbourhood Watch – no report.

30.6 Twinning Committee – no report.

30.7 Alfriston and Cuckmere Connect – ACC is temporarily suspended at the moment.

30.8 St Andrew's Church – no report.

30.9 Clergy House – no report.

30.10 Cuckmere Buses – no report.

30.11 AWMH – Mr Adrian Butcher had sent his apologies and confirmed nothing new to report.

31. Correspondence to The Clerk

1. Clerk reported that a grant request from the Cuckmere Flood Forum has come in for £70. All Councillors supported this. Clerk will action this. **Action 4.**
2. Clerk explained that an email had come in from Ms Goodfield about the Market Cross. She has sent through several reports over the weekend when she has seen bikes leaning up against the base of the Cross and is concerned about damage. She has suggested that planters are placed at the bottom of the base to prevent bikes being placed there and she would be prepared to purchase them. Clerk reminded Councillors that in 2018 the Market Cross was on the agenda for 6 months and the issue was looked into. In September 2018 it was confirmed the matter would be closed and the below was recorded in the minutes:

'Clerk reported that at the beginning of August, she met with SDNPA along with Cllr Watkins at the Market Cross to discuss the options open to them. SDNPA looked at the quote received by a Stonemasons and confirmed they would not approve as it would change the cross itself and it would no longer be historical. SDNPA asked the question 'why do you want to change the cross'? Clerk raised this question at the meeting to seek clarification. It was agreed at the meeting that it was looked at originally due to large pieces of brick coming away from the base, but as the SDNPA observed, the cross is the shaft and the cross itself. The base is not the historical section. It was agreed that the Market Cross would be removed from the agenda.'

Due to the above, it was agreed that nothing has changed since 2018 and planters were looked at previously but ESH would not give permission for them. A discussion was held about a bike rack in the Square but again ESH would not give permission to place a bike rack in the road or on the pavements. There is one in the Dene car park and Clerk will liaise with WDC to find out the final location for the bike rack when works have completed.

32. Public Questions

1. Cllr Beechey raised the recent markings in the Willows car park. The coach bays have been reduced to allow for more car parking spaces which is a positive, but the excessive white lines and arrows look awful. Clerk is looking into whether the arrows and one way system were on the proposed plans. Clerk has also liaised with WDC about the incorrect shade of yellow for the lines being used in the car park, they have confirmed they are aware and this will be rectified ASAP. **Action 5.**
3. Mr Steve Woodgate offered his technical services if the Parish Council wish to stream their meetings when they return to the AWMH. Clerk confirmed that she is awaiting to receive a report on what is allowed and then a report will be sent to Councillors to see how they wish to proceed. Cllr Bell stated that he does not think the meetings should be streamed and would not wish to appear on camera, he feels that we need to return to face to face meetings. Cllr Beechey agreed with Cllr Bell. Cllr Daw said she understood what Cllr Bell was saying but thinks it is good for those unable to attend meetings, they

will know they can't take part but they can listen. Clerk confirmed that she will email Councillors when more is known and thanked Mr Woodgate for his kind offer.

33. Date of next meeting

The date of the next APC meeting is Monday 19th July 2021 in the Alfriston War Memorial Hall at 19:15.



Signed:

Mrs Victoria Rutt – Clerk and RFO

APPENDIX A

Alfriston Parish Council Finance Report 4th May 2021

Authority is sought to make the following payments:-

13	BACS	BHIB insurance brokers	£1,051.49
14	BACS	John O'Connor monthly grass payment	£350.98
15	BACS	Rutt Maintenance - repair one bench on Rec	£40.00
16	BACS	Rutt Maintenance - build and install 2 benches on Rec	£110.00
17	BACS	Biffa	£120.53

Total **£1,673.00**

Authority is sought to make the following payments made since last meeting:-

9	DD	EDF Energy - clock	£90.08
10	DD	O2	£6.00
11	DD	Santander	£20.00
12	DD	O2	£19.72

Total **£135.80**

GRAND TOTAL **£1,808.80**

Summary of Bank Balances 4th May 2021

Business Current Account	£31,933.50
Business Savings Account	£29,742.20
TOTAL	£61,675.70

RESERVE INFORMATION				
<i>Project</i>	<i>Opening balance</i>	<i>Budget 21/22</i>	<i>Expenditure</i>	<i>Closing Balance</i>
General Reserves	£10,000.00	add £5,520 [TBA]		£15,520.00
Tye Rd surface	£8,000.00	add £3,500		£11,500.00
Tye path	£10,440.00		£10,440.00	£0.00
Playground	£4,500.00	add £1,500		£6,000.00
CIL money	£1,749.07			£1,749.07
TOTAL	£34,689.07			£34,769.07