

ALFRISTON PARISH COUNCIL

www.alfristonparishcouncil.org.uk

CLERK TO THE COUNCIL

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Monday 23rd May 2022

Minutes of a meeting of Alfriston Parish Council (APC) held in the Alfriston War Memorial Hall on Monday 16th May 2022

Present:

Cllr Watkins [Chair]

Cllr Beechey [Vice Chair]

Cllr Rabagliati

Cllr Monteath-Wilson

Cllr Daw

Cllr Cooper

Cllr Bell

In attendance:

Mrs Victoria Rutt - Parish Clerk

Approximately 5 members of the public

14. Chairman's Welcome

Cllr Watkins welcomed everyone to the meeting.

15. Public Questions

No public questions.

16. Apologies for absence

No apologies.

17. Report from Maria Caulfield MP

No attendance or report.

18. Report from Cllr Stephen Shing [ESCC]

No attendance or report.

19. Report from Cllr Michael Lunn [WDC]

No attendance or report.

20. Declaration of interests

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

21. Minutes

Cllr Beechey asked to remove the word 'annual' in agenda item 173.2, as it infers an entitlement that does not exist; this was removed and agreed. Cllr. Beechey proposed and Cllr. Bell seconded a motion that the unadopted minutes of the APC meeting held on 25th

April 2022 and the Annual Assembly minutes were a true and accurate record. **MOTION CARRIED.** Cllr. Watkins duly signed the minutes.

22. Finance

22.1 To approve the Statement of Finances: May 2022

Cllr. Beechey proposed and Cllr. Cooper seconded a motion to approve the Statement of Finances for May 2022. [[Appendix A](#)]. **MOTION CARRIED.**
Cllr. Cooper signed the Invoices for Payment.

22.2 To approve and adopt Finance Regulations and Standing Orders 2022

Cllr. Daw proposed and Cllr. Beechey seconded that all Councillors have had sight of the documents and they approved the Finance Regulations and Standing Orders 2022. **MOTION CARRIED.**

22.3 To approve and adopt Risk Register and Asset Register 2022

Cllr. Bell proposed and Cllr. Rabagliati seconded that all Councillors have had sight of the Risk Register 2022 and approved. **MOTION CARRIED.**

The Clerk explained that the Asset Register requires some formatting changes but the figures will remain the same. Cllrs confirmed sight of the document and approval however the Clerk will review and recirculate via email to receive approval and ratification at the June 2022 meeting. **Action 1.** This was proposed by Cllr Daw and seconded by Cllr Monteath-Wilson. **MOTION CARRIED.**

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

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

22.5 To approve insurance renewal with BHIB Insurance Brokers for 2022/23

Clerk reported that the insurance renewal has come through for the next financial year. The Clerk confirmed it is an £46 increase which is in line with current inflation. Cllr Monteath-Wilson proposed that the insurance is renewed, and Cllr Daw seconded the decision. **MOTION CARRIED.**

23. Report on Highways and Twittens – Cllr Rabagliati

Cllr Rabagliati reported that he attended an A27 meeting on the 27th April 2022 with Cllr Monteath-Wilson. The purpose of the meeting was 'to start a conversation with local people and stakeholders who live, work and have an interest in the area'. It was discussed whether APC should present a formal view. When more is known a formal response will be written, the project is looking at the works in 2025/2030 and no proposed plans are in place as yet.

A date has been arranged for the next High Street stakeholder meeting with ESCC, 27th May 2022, to discuss next steps for a traffic calming scheme. This follows the conclusion of the safety audit for the 20mh zone and the siting of village gateways. Hoping for a positive update at the next meeting.

24. Report on Allotments – Cllr Cooper

Cllr Cooper reported that all plots are now full and 8 people remain on the waiting list. The allotment bins were broken so new ones have been delivered, please can the lids be used with care so as to not break again. Clerk received a recent phone call from a resident stating that a resident along the Furlongs has been putting down rat poison around the allotment and

adjoining twitten and there were concerns with dogs ingesting the poison. This was looked into and no poison was visible at the time of reporting. A week later this was posted on Facebook, again steps were taken to find the poison but nothing could be seen.

25. Report on Public Transport – Cllr Monteath-Wilson

Cllr Monteath-Wilson reported that Cuckmere Buses have published a brochure with updated bus timetable and suggested local places to visit.

26. Report on Rights of Way and Countryside – Cllr Monteath-Wilson

Cllr Monteath-Wilson said that if parishioners see anything that requires attention whilst out walking, please report to Cllr Monteath-Wilson so she is aware and can take action.

27. Report on Strategic Planning – Cllr Daw

27.1 NDP Committee update

Clerk reported that Mr Nick Guyatt has sent his apologies due to illness.

Cllr Beechey and Cllr Monteath-Wilson raised some concerns about the draft Terms of Reference produced by the NDP Committee. It was confirmed that the Committee is a sub-committee of APC. APC instigated the idea of a NDP primarily to try to control the overdevelopment of existing properties in the parish, as smaller properties are often extended and developed leading to a shortage of smaller and more affordable housing (a relative term). Since the sub-committee was formed it has become apparent to Cllrs, subsequent to a briefing given by a SDNPA officer, that a NDP may only be capable of addressing land usage and the development of new properties. The only two plots of land within the village boundary capable of development (apart from the Rec and allotments) have already been identified by SDNPA in their Local Plan 2019. Those plots are the farmyard at the top of Kings Ride and the land behind North Street. The Kings Ride plot already has planning permission granted, and a NDP could not retrospectively affect that. SDNPA had indicated to APC prior to their Local Plan being finalised that permission would likely only be granted for more affordable housing on the land behind North Street. The question therefore was whether APC felt there was any purpose in pursuing a NDP, especially if any cost was to be incurred in doing so. It was proposed that it be confirmed with SDNPA whether a NDP could have any bite in the planning system vis a vis existing properties and their development, and that the land behind North Street is in fact identified by SDNPA as likely only to receive permission for more affordable housing; and once those questions were answered, the NDP sub-committee should meet to consider whether its members felt it was worth their while working towards a NDP.

Action 2

A decision on the future can then be taken by APC, following the Committee's consideration, additionally taking into account whether any public monies should be expended. The sub-committee members to be invited to a NDP Committee meeting to consider the above once answers received from SDNPA. **Action 3**

27.2 To discuss and agree on how to proceed with the Jubilee event

Cllr Daw circulated the draft flyer which contains the programme of events over the long bank holiday Jubilee weekend. AWMH have offered use of their tables and they will be brought to the High Street prior to the road closure commencing so people can obtain one if they wish. Parishioners etc. to bring their own chairs. Cllr Daw confirmed she now has enough stewards in place to cover all barriers during the street closure. The Town Crier, piper and accordion player have all confirmed. Bunting has been made and Mr Will Emmett will be decorating the High Street at no cost. The Horticultural Society will be putting flowerpots around the Market Cross. All Councillors approved the flyer. Cllr Daw will now arrange distribution.

28. Report on Tye and Recreation Ground – Cllr Beechey

28.1 To discuss and agree how to proceed with the water fountain on the Tye

Cllr Beechey reported on the water fountain options that had been previously circulated to all Cllrs. This gives some idea of type and associated costs - which range from approx £400 - 1200 without the cost of installation. There is a concern that the existing issues with the current fountain could continue even with a new one. The question is, do Councillors wish to replace or decommission? Cllr Cooper suggested installing a tap to allow people to fill their bottles up but there was a concern raised that someone could leave the tap running. Cllr Monteath-Wilson asked whether we had to make a water available as the fountain has not worked for some years and has had a lot of issues which have cost the Parish Council, and the Tye is not a recreation ground; also most people bring their own drink or there is somewhere in the village to purchase or ask for tap water. Cllr Monteath-Wilson asked whether replacing is an unnecessary expense. Cllr Monteath-Wilson asked the Clerk how many complaints had been received about the water fountain not working over the recent years, the Clerk stated no complaints. Cllr Beechey proposed to decommission the existing water fountain and wait to see if any complaints are received. This was seconded by Cllr Monteath-Wilson and agreed by all Cllrs. **Action 4.**

28.2 Update on the goal post on the Recreation Ground

Clerk reported that Mr Woodgate has this in hand and he was going to liaise with GW Ironworks in Newhaven. Clerk will get an update as he is not present at the meeting.

Cllr Beechey reported that the grass cutting this year has been dreadful but after a conversation with the contractor in which the Clerk threatened to stop payment until the service improved, it seems to have got better. This is the contractor's last year on the contract.

Mr Frank Fox-Wilson has finished his work on the village sign and Mrs Penny Ellis should be finished re-painting by the end of the week. Clerk to liaise with Mr Roger Cooper and Mr Frank Fox-Wilson to get the new post in place and liaise with AEG about the removal of the post and erecting the new post and sign. All would like the sign up in time for the Jubilee. **Action 5.**

Cllr Beechey informed the Clerk of a tree to the left of the Old School House that requires attention, Clerk to contact Dan Larkin about this. **Action 6.**

Cllr Beechey confirmed that there has been a great effort with fundraising for the playground thus far by the Friends group and huge thanks should go to them and all those who have generously donated, as well as to ESCC for match funding.

29. Report from Planning Committee – Cllr Bell

29.1 Applications considered by APC Planning Committee since last meeting

None

29.2 Applications notified or awaiting decision from SDNPA

SDNP/22/01476/HOUS Little Dene, North Street, Alfriston, East Sussex, BN26 5UG **In progress**

SDNP/22/01423/HOUS The Bakehouse, Whiteway, Alfriston, BN26 5TS **In progress**

SDNP/22/01658/DCOND Mistila, Whiteway, Alfriston, BN26 5TP **Approved**

SDNP/22/01721/CND White Walls, North Road, Alfriston, East Sussex, BN26 5XD **In progress**

29.3 Enforcement updates

Nothing to report.

30. Reports from Outside Bodies

30.1 Volunteer Task Force: no report.

30.1.2 Heartstart: Cllr Watkins queried where the Heartstart sign next to the mine had gone, Cllr Daw confirmed she has it as it started to rot. Mr Watkins confirmed there is now a national register of defibrillators.

30.3 Alfriston Emergency Group: no report.

30.4 Flood Forum – no report.

30.5 Neighbourhood Watch – no report.

30.6 Twinning Committee – Mr Michael Anderson sent in a report stating that the Twinning Association is back to full activity with monthly events and reciprocal visits at detailed planning stage already. New members are always welcome and there are no French audition hurdles to membership.

30.7 St Andrew's Church – Cllr Daw reported that the restoration of the bells is ongoing and it was hoped they would be up in time for the Jubilee. She also confirmed that scaffolding is being erected on the church for the outside work to be done on the walls.

30.8 Clergy House – no report

30.9 Cuckmere Buses – no update.

30.10 AWMH – Mr Adrian Butcher (present) had nothing new to report.

30.11 Speedwatch – Clerk asked that if anyone can spare 2 hours a month to volunteer, please contact her to become a member. We always need new members.

31. Correspondence to the Clerk

1. Clerk reported that Cllrs had agreed via email that businesses who sponsor a picnic bench in the proposed new playground would have a plaque on the bench recognising their sponsorship.
2. The Horticultural Society received permission via email to put flower pots around the Market Cross for the Jubilee event, but are not to put any on the Market Cross itself or in the Highway.
3. Cuckmere Flood Forum requested a s137 grant of £110. Cllrs will remember that APC used to pay less but pay for the hall when CFF had a meeting. This new request takes us in line with other local parishes and the Flood Forum will cover the cost of hall hire in future. All Cllrs agreed with this approach, and Clerk will arrange for the grant payment to be made. **Action 7.**
4. Clerk confirmed that she has received several reports of Wingrove staff parking across the emergency access chain at the bottom of Tye Road. Each time she has liaised with the Wingrove Director who has been incredibly helpful and has spoken to his staff. Not all vehicles have been Wingrove staff though. A new sign has been installed on the chain, so it was decided to see if this improved the situation and if not further action will be looked into as vehicles parking there have blocked the grass cutters having access to cut the Tye on two occasions and would prevent emergency vehicle access, if required.
5. Mr Adrian Butcher sent in an email that all Cllrs had received prior to the meeting asking if there could be an additional APC portfolio 'Community' (or similar) which would be the link for communication between organisers of events in the village and APC. It was agreed that the Clerk fulfils this role already and that anyone in the village could contact the Clerk at anytime.

32. Public Questions

1. Mrs Heather Hurst asked whether the Jubilee programme would be going out in the Cuckmere News. Cllr Daw confirmed that is the hope but it may not be possible, Cllr Daw is working with Pauline Kennard who organises the Cuckmere News on this. Mrs Hurst and Cllr Monteath-Wilson volunteered to put the flyers into the Cuckmere News if needs be.
2. Mr Butcher said his email was slightly misunderstood by Cllrs and although the communication is good between APC and village, it could be better and there needs to be one point of contact. Cllr Beechey stated that for various reasons the point of contact should be the Clerk. Cllr Bell could see Mr Butcher's point that communication needs to be better and it was discussed how this might be achieved. The suggestion of a monthly piece in the Cuckmere News was raised as the News is read by most parishioners. Clerk will work with Chair to put something out each month. **Action 8**. Clerk also mentioned that she is always in the hall before the monthly meeting setting up so she will reconvene her 'Clerk drop in sessions'.
3. Mr Graham Harper said there is no communication from APC to businesses, and the village website has incorrect information. A discussion on the reasons as to why this came about took place. It was agreed Clerk would liaise with Mr Nathan Pope who runs the village website to find out what is going on. **Action 9**.
4. The Clerk updated that she is having a meeting the next day with Wealden District Council to discuss some issues that have arisen in the car parks, and will update Cllrs following the meeting.
5. Cllr Monteath-Wilson asked whether anyone has come forward with information as to who sent the letter of complaint about the Jubilee street party. Clerk confirmed that she has received an email from a resident who felt it wrong to put the name and contents of the letter in the minutes, but no indication as to the author of the letter. Clerk does not believe that putting the name of a correspondent to APC or contributor at meetings breaks any data protection rules and has checked with other Councils and they do the same. The Clerk has taken advice on this. It has been suggested that the letter may be a hoax, as no one has come forward and the writer's name can't be found on the electoral register.

33. Date of next meeting

The date of the next APC meeting is Monday 20th June 2022 in the Alfriston War Memorial Hall at 19:15.

Signed:



Mrs Victoria Rutt – Clerk and RFO

APPENDIX A

Alfriston Parish Council Finance Report 16th May 2022

Authority is sought to make the following payments:-

23	BACS	Victoria Rutt - May salary	£1,617.06
24	BACS	Biffa	£142.24
25	BACS	Victoria Rutt - mileage reimbursement March to May 2022	£46.80

Total £1,806.10

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

10	CARD	Sainsburys - refreshments for Annual Assembly [£30.50 refunded since]	£54.75
11	DD	O2	£19.99
12	DD	Santander	£20.00
13	BACS	Inland Revenue - Tax and NI for April 2022	£368.18
14	BACS	iINTERBIZ - monthly payroll payment	£20.40
15	BACS	John O'Connor - grass cutting	£372.35
16	BACS	Sign Genie - new sign for Tye Road emergency access chain	£58.32
17	DD	NEST pension - April 2022	£144.78
18	DD	NEST pension - May 2022	£144.77
19	DD	Castle Water - allotments	£44.34
20	DD	Castle Water - pavilion	£55.56
21	DD	HP Instank Ink	£34.49
22	DD	ICO - GDPR renewal fee	£35.00

Total £1,372.93

Summary of Bank Balances 16th May 2022

Business Current Account	£5,248.42
Business Savings Account	£54,721.53
TOTAL	£59,969.95

RESERVE INFORMATION

<i>Project</i>	<i>Opening balance</i>	<i>Budget 22/23</i>	<i>Expenditure</i>	<i>Closing Balance</i>
General Reserves	£15,520.00	add £1,620		£17,140.00
Tye Rd surface	£11,500.00	add £3,500		£15,000.00
Playground	£6,000.00	add £2,000		£8,000.00
NDP	£0.00	add £500		£500.00
High St Traffic Plan	£0.00	add £5,000		£5,000.00
CIL money	£1,749.07			£1,749.07
Play Project	£200.00	Donations £1010		£1,210.00
TOTAL	£34,969.07	add £11,000		£48,599.07



Signed by:
Victoria Rutt - Clerk & RFO