

ALFRISTON PARISH COUNCIL

AGENDA

CLERK TO THE COUNCIL

Mrs Suzanna Dry - Clerk and RFO

Alfriston War Memorial Hall
Old School House
The Tye
Alfriston BN26 5TL

Phone – 07936 904743

Email – clerk@alfristonparishcouncil.org.uk

Monday 12th February 2024

All members of the Parish Council are summoned to a meeting of Alfriston Parish Council to be held in the Alfriston War Memorial Hall on **Monday 19th February 2024 at 19:15.**

Please note that a digital sound recording is made of all meetings of Alfriston Parish Council including Public Questions sessions. The recording is not for publication and is only used to aid accurate minute taking.

S.C. Dry Mrs Suzanna Dry –Clerk and RFO to the Council

150. Chairman's Welcome

151. Public Questions

152. Apologies for absence

153. Update from Maria Caulfield MP

154. Update from Cllr Stephen Shing – East Sussex County Council

155. Update from Cllr David Greaves - Wealden District Council

156. Declaration of interest

157. Minutes

To agree as a true record the minutes of the APC meeting held on 22nd January 2024.

158. Finance

To approve the Statement of Finances: February 2024. ([Appendix A](#)).

159. Civility & Respect Pledge

To discuss and decide if APC wish to sign up to the pledge as put forward by NALC (National Association of Local Councils). ([Appendix B](#)).

160. Vacancy for a Board Member on the South Downs National Park Authority

To decide if any Councillors wish to be put forward for this vacancy. ([Appendix C](#))

161. Wealden District Parish Conference – Thur 14th March 2024

To discuss and decide on Councillors to attend. ([Appendix D](#))

162. Rural Grass Cutting Service from East Sussex

To agree an option on cuts. Clerks Report attached. ([Appendix E](#))

163. Annual Assembly - Monday 15th April 2024

To discuss plans and speaker to be invited to the Annual Assembly on 15th April 2024.

164. CILCA Training & SLCC Membership for the Clerk

To discuss and decide on providing training for the Clerk to achieve CILCA (Certificate in Local Government Administration) and annual membership of SLCC (Society of Local Council Clerks). Clerks report attached. ([Appendix F](#)).

165. Report on Highways & Twittens – Cllr Rabagliati

- Results of Wealden Car Parking Consultation ([Appendix G](#))

166 . Report on Allotments and Recreation ground – Cllr Daw

167. Report on Public Transport – Cllr Harris

168. Report on Rights of Way and Countryside – Cllr Harris

- Silt Removal from Cuckmere River ([Appendix H](#))

169. Report on Strategic Planning – Cllr Spring

170. Report on Tye– Cllr Parkinson

- Specification for Tye Road Repairs ([Appendix I](#))

171. Report from Planning Committee – Cllr Watkins

171.1 Applications considered by APC Planning Committee since last meeting:

None received

715.2 Applications notified or awaiting decision on from SDNPA

APPROVED:

SDNP/23/05339/LIS Tile Barn Cottage, Tile Bar, Whiteway, Alfriston, East Sussex, BN26 5TT

IN PROGRESS:

SDNP/23/03986/FUL Kings Ride Farm, Kings Ride, Alfriston, BN26 5US

SDNPA advised this will be going before a committee meeting on 15th February 2024. APC circulated details on the website and e-mailing list.

171.3 Enforcement updates

None received

172. Reports from Outside Bodies

146.1 Heartstart

146.2 Alfriston Emergency Group

146.3 Flood Forum

146.4 Neighbourhood Watch

146.5 Twinning Committee

146.6 St Andrew's Church

146.7 Clergy House

146.8 Cuckmere Buses

146.9 Alfriston War Memorial Hall

146.10 Speedwatch

146.11 Events

173. Correspondence – Asking for permission from the Council

Mish Mash Morris Dancers to dance on the Tye – Saturday 20th July 2024 ([Appendix J](#))

Alfriston W.I. Tabletop Sale in AWMH request for A boards Market Cross & The Twitten – Sat 20th April 2024. ([Appendix K](#))

Gayle Hudson, Easter Egg Hunt on The Tye – Saturday 30th March 2024 ([Appendix L](#))

Katherine Arnold – Church Concert - request for A board Market Cross - 24th Feb – 3rd March 2024 ([Appendix M](#))

174. Public Questions

175. Date of next meeting

The next meeting is being held on Monday 18th March
2024 in the AWMH at 19:15.

[APPENDICES ATTACHED BELOW](#)

APPENDIX A

Alfriston Parish Council Finance Report 8th February 2024

Authority is sought to make the following payments:-

169	BACS	Suzanna Dry - January Salary	£2,059.07
170	BACS	Victoria Rutt - January Locum Services - Handover	£1,908.00
			£3,967.07

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

157	DD	Santander Bank Charges	£20.00
158	DD	O2 Mobile Phone	£14.08
159	BACS	AWMH - Hall Hire	£48.00
160	CARD	McAfee - Annual Anti Virus Software	£109.99
161	BACS	EDF Energy - Clock July-Dec 2023	£375.30
162	BACS	Inland Revenue - Tax & NI Jan 2024	£258.41
163	BACS	iINTERBIZ - Payroll Services Jan 2024	£24.00
164	BACS	Biffa - Allotment Bins	£158.59
165	BACS	ESALC Ltd. - Councillor Training - N. Parkinson	£48.00
166	BACS	Castle Water - Cricket Pavilion	£2.18
167	BACS	Viking - Stationery order	£24.49
168	BACS	Scottish Water Business Stream - Pavilion Water	£5.04
			£1,088.08

Summary of Bank Balances 8th February 2024

Business Current Account	£7,052.92
Business Savings Account	£44,610.82
TOTAL	£51,663.74

RESERVE INFORMATION

<i>Project</i>	<i>Opening balance</i>	<i>Budget 23/24</i>	<i>Expenditure</i>	<i>Closing Balance</i>
General Reserves	£17,140.00			£17,140.00
Tye Rd surface	£15,000.00	add £5,000		£20,000.00
Playground	£263.07	add £500		£763.07
NDP	£500.00			£500.00
High St Traffic Plan	£5,000.00	add £5,000		£10,000.00
Election costs	£500.00	add £500	-£2,932.91	£0.00
Christmas Tree	£233.39	Rec'd £72	-£305.39	£0.00
CIL money	£762.07			£762.07
TOTAL	£39,398.53	add £11,000		£49,165.14

Signed by:
Suzanna Dry - Clerk & RFO

Councillor who checked the invoices for the above payments:

[APPENDIX B](#)

From: Monitoring Officer Wealden District Council
Sent: Thursday, January 11, 2024 3:53 PM
To: Alfriston Parish Clerk (clerk@alfristonparishcouncil.org.uk)
Subject: Civility and Respect Pledge

Good afternoon



Amidst growing concerns about the impact of bullying, harassment and intimidation on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils, the National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW) launched “The Civility and Respect Pledge” as part of their “Civility and Respect Project”.

The Standards Committee at Wealden District Council recently considered a report in relation to the Civility and Respect Project (“the Project”).

As set out in the Project’s Mission Statement:

“Civility and respect should be at the heart of public life, and good governance is fundamental to ensuring an effective and well-functioning democracy at all levels. The intimidation, abuse, bullying and harassment of councillors, clerks and council staff, in person or online, is unacceptable, whether by councillors, clerks, council staff, or public members. This can prevent councils from functioning effectively, councillors from representing local people, discourage people from getting involved, including standing for election, and undermine public confidence and trust in local democracy.”

By signing the Pledge, your council would be agreeing that it will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

Please click [here](#) for further information. This link explains how to take the Pledge and also provides some useful resources, including a Civility and Respect Pledge Flyer and meeting agenda example.

The Standards Committee wish to raise awareness of the Project amongst all local councils within Wealden. We invite all councils to put civility and respect at the top of the agenda by taking the Civility and Respect Pledge as soon as possible and we would encourage you to sign up before the Parish Conference AGM on 14 March 2024.

With kind regards,

Clare McGough
Monitoring Officer of Wealden District Council
Committee

Councillor Jane Clark
Chair of the Standards

[APPENDIX C](#)

Dear Councillors,

Please see below e-mail regarding a new vacancy for a South Downs National Park Board Councillor. As Alfriston sits within the national park, if any of our Councillor's would like to put themselves forward as a nominee to become a representative on the South Downs National Park Board please let me know, so that this can be put before APC for approval. I will add this as an agenda item for February's meeting. Also attached, is an e-mail from Vanessa Rowlands detailing the time commitment required for this post. You will see that the deadline for nominees is 15th February i.e. before our next Council Meeting. **If** any of you wish to be considered, we would need to discuss this beforehand and ratify it at the meeting on 19th Feb.

Many thanks

Suzanna

Mrs Suzanna Dry
Clerk and RFO

Please note that I work flexible part time hours.

From: East Sussex Association of Local Councils

Sent: Monday, January 8, 2024 9:21 AM

To: East Sussex Admin

Subject: South Downs National Park Board councillor representative vacancy

Dear Clerk

South Downs National Park Board councillor representative vacancy

Due to Councillor Meyer having moved out of the area, he is no longer eligible to sit on the SDNP Board. As a result, a vacancy has arisen for a councillor representative to sit on the Board. If your town, parish council or parish meeting is located wholly or partially within the National Park boundary your council is entitled to nominate a councillor representative. In the case of a parish meeting, it can only be the Chairman of that PM.

There are six parish representatives [two from each of Hampshire, West Sussex and East Sussex] serving on the 26-person Board. Should we receive more than one nomination for this vacancy it will be necessary to hold a ballot and you will be notified should this be the case.

The first stage is to ensure you place an item on your next Council Meeting agenda to nominate a councillor – just as you would for any outside body and send the name to me as soon as you can. This part of the process will need to be completed by **February 15th** (6 weeks' time).

Please let me (Trevor) know if you have any questions.

Yours

Trevor

Trevor Leggo

[APPENDIX D](#)

Subject: Wealden District Parish Conference Thurs 14 March 2024 - booking form

Sent to all Wealden Town and Parish Councils on behalf of Matt China - Policy, Insight and Communications Manager WDC

Happy new year to all

Now we are all back from our Christmas breaks it's time to start planning for the 2024 Wealden District Parish Conference.

As you are no doubt aware Wealden District Council will be consulting on a new local plan for the district in the spring. Whilst the local planning team have been working with town and parish councils during the preparation of the plan it feels appropriate to run this year's conference around the forthcoming public consultation.

Hence, we will be running the Parish Conference on **Thursday 14 March 2024** at the Hailsham Community Civic Hall on Vicarage Lane, Hailsham BN27 2AX. This will be during the local plan consultation period and the conference will allow town and parish council representatives to hear from, and ask questions of, the local plan team.

In addition to local plan, the conference will also provide town and parish councils the opportunity to feed into upcoming work to review the district councils work on climate change and hear about the Local Government Association's campaign 'Civility in Public Life'.

The conference will open at 9.30am with tea and coffee with a prompt start at 10am. The expected end of the day will be 3pm. An official invite and agenda will follow nearer the time of the meeting.

As per usual, places for the conference are limited to two representatives per town/parish council. As with previous years to cover the provided lunch there will be a small charge of £30 per delegate.

Please reserve your place using the attached booking form and coordinate this via your town/parish clerk (an invoice will be sent out to your clerk following the conference).

Please ensure that all booking forms are returned to me by Friday 1 March.

Kind regards

Carol

Carol Pankhurst | Policy and Administrative Assistant
Policy, Insight and Communications, Wealden District Council

APPENDIX E

From: Contracts Management Group East Sussex County Council
Date: 16.01.2024

Dear Council,

I am writing in relation to the **rural** grass cutting service for your Parish/Town.

Over the past 3 years a trial of reduced rural grass cutting has been undertaken in select Parish and Town Councils who have previously expressed an interest. This has been in response to an increased level of Member and resident contact regarding requests to reduce cutting rural verges or change the schedule in line with wild plant cycles . Further details can be [found online under item 49](#).

As agreed at [Lead Member for Transport and Environment on 11th December 2023](#), the Council has formally adopted this as Policy, so that the reduced rural cuts (excluding single track lanes for safety) is available to all Parish and Town Councils to **opt in to**.

Options

Please advise which option your Council would like to receive for Rural Grass Cutting:

Option 1 - Standard Rural Grass Cutting Service - No change

Two cuts per annum of a 1 metre wide swathe along the verge plus visibility areas cut for visibility at junctions and for safety on the inside of bends where sight lines between road users may be obscured by vegetation.

Option 2 - Environmental Enhancement Service (reduced rural service)

Excluding single track lanes, the first cut at start of season to be only visibility cuts for safety at junctions and on the inside of bends where sight lines between road users may be obscured by vegetation. The second cut later in the season will be visibility plus a 1 metre wide swathe along the verge.

Future Changes to Rural Grass Cutting

Please note, the option you decide on this year will become your default option going forward. We will not contact you each year to ask which rural grass cutting option you wish to take forward. Should you wish to change options, you can email us at the below email, and this can be implemented the following season. You would not be able to change options part way through the grass cutting season.

Please note, in both options safety remains a priority. You can report any visibility or safety issues to your SLO to investigate and rectify as necessary.

Response Deadline

If you would like to opt into the Environmental Enhancement Service (reduced rural cuts), please let us know by **Friday 23rd February 2024**. If we have not heard anything by this date, we will default to Option 1 - Standard Rural Grass Cutting.

Please send responses to contracts.managementgroup@eastsussex.gov.uk

Grass Cutting Maps

You can now access the [grass cutting maps online here](#).

Kind Regards

Kirsty Jenner

Asset Support Officer

Contracts Management Group, Communities, Economy and Transport

ALFRISTON PARISH COUNCIL

Date: 8th February 2024
Title: Report – Rural Grass Cutting Service
By: Suzanna Dry (Clerk & RFO)
Purpose: To consider and decide on Option 1 or Option 2 as our default option.

The following are matters for decision at the February Council Meeting,
Agenda Item No: 162.

Rural Grass Cutting Service Option 1 or Option 2

APC currently have Option 1 = Standard Rural Grass Cutting Service – no change.

This provides two cuts per year – one at the beginning of the season and one at the end.

Option 2 = Environmental Enhancement Service (reduced service)

This option will not provide a cut at the beginning of the season – only junctions and inside of bends will be cut for visibility, all other areas left uncut. Only the second cut later in the season will be a full cut.

Recommendation: For Council to discuss and decide at the meeting.

APPENDIX F

ALFRISTON PARISH COUNCIL

Date: 5th February 2024
Title: Report – Clerk’s Training and Subscriptions
By: Suzanna Dry (Clerk & RFO)
Purpose: To consider and decide on paying Clerk’s training and subscription costs

The following are matters for decision at the February Council Meeting, Agenda Item No:164.

CiLCA TRAINING COURSE – Cost: £330.00

The CiLCA training course provides three full day online training sessions for Clerks undertaking the CiLCA certificate. NALC and SLCC highly recommend that Clerks attend a certified course in order to complete the certificate. Clerks are normally advised to have one year's experience before taking the course and that the course can take upto 12 months to complete.

Recommendation: As APC have asked the Clerk to study for this straight away and are hoping the Clerk will obtain the certificate as quickly as possible, it is the Clerk's recommendation that suitable training is provided.

ANNUAL MEMBERSHIP OF SSLC (SOCIETY FOR LOCAL COUNCIL CLERKS) -

Cost: £244.00

APC have historically paid for membership of the Clerk to the SLCC.

Membership will allow the Clerk access to the SLCC – the professional body for local council clerks. Benefits of membership include legal advice, training opportunities, access to best practice documents, professional forum, updates on legislation & regulation, network with fellow clerks.

Recommendation: It is in the APC's interest to continue this membership, particularly as the Clerk is new to the role.

[APPENDIX G](#)

From: Revi Kinsella, Area Mgr, Water Management Alliance

To: clerk@alfristonparishcouncil.org.uk

Date; 02.02.2024

Good afternoon,

As you might be aware the Pevensy and Cuckmere Water Level Management received licences from the Environment Agency, Marine Management Organisation and the Crown Estates to carry out works on the River Cuckmere between the footbridge, White Bridge, and Deans Place Hotel.

The work involves the removal of silt from the left bank of the river and the repair of the left bank flood embankment. Emergency repairs on the embankment were carried out in early October to reduce its risk of failure during the winter.

We are now planning to start the second stage of the work, which involves the removal of silt from the left bank (see attached plan). This work is planned to start on Monday 12th February 2024. Depending on the how quickly we progress during low and rising tide, we should be finished in two weeks or less. However, we have planned for three weeks in case progress is slow.

The public footpath on the left bank will be closed for the safety of the public.

Please give me a call if you have any questions.

Kind regards

Revai



Revai Kinsella CEng MICE

Area Manager (Pevensey & Cuckmere, East Sussex)

Water Management Alliance

m: 07785 406974 | dd: 01273 335534 | revai.kinsella@wlma.org.uk

Please note my working hours are between 9:00 and 5:30pm

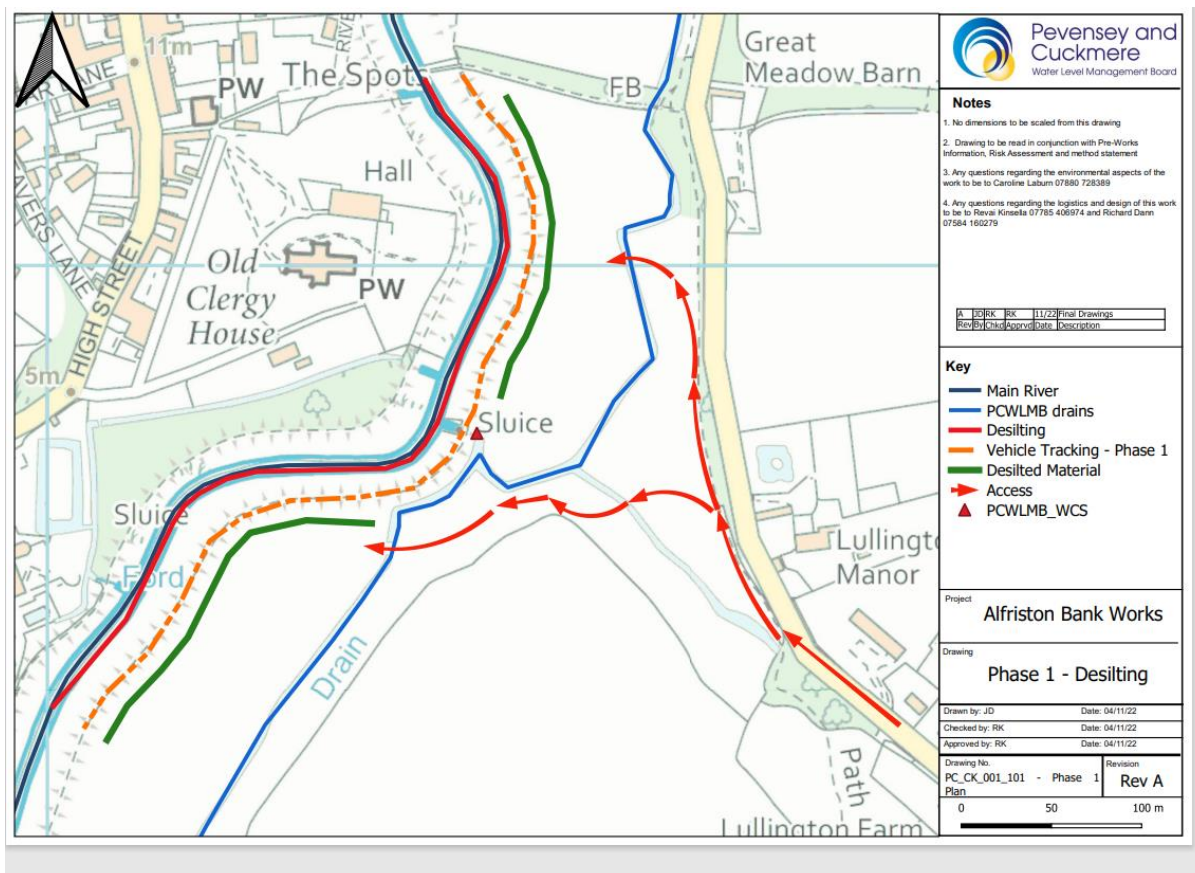
Registered office: Pierpoint House, 28 Horsley's Fields, Kings Lynn, Norfolk, [PE30 5DD](https://www.gov.uk/postcodes/pe30/pe305dd)

t: 01553 819600 | e: info@wlma.org.uk | www.wlma.org.uk

What3Words: [caring-employ-visit](https://www.what3words.com/caring-employ-visit)

WMA members: [Broads Drainage Board](#), [East Suffolk Water Management Board](#), [King's Lynn Drainage Board](#), [Norfolk Rivers Drainage Board](#), [South Holland Drainage Board](#), [Waveney, Lower Yare and Lothingland Drainage Board](#)

In Association with: [Pevensey and Cuckmere Water Level Management Board](#)



APPENDIX H

From: Wealden District Council

Sent: Thursday, January 25, 2024 11:19 AM

To: Tina Ford <tina.ford@wealden.gov.uk>

Subject: Off Street Parking Places Order 2015, Amendment 5 Consultation

Thank you for taking part in the above consultation.

A meeting was held with the Portfolio Holder to review all the consultation letters and emails and the following has been approved.

Regards

Tina Ford | Car Parking and Facilities Manager
Car Parking & Facilities Services for Wealden District Council

OUR REF: CPO2015 – AM5
ASK FOR: Cllr Kelvin Williams
DATE: 24th January 2024
YOUR REF:



Dear Customer,

Off Street Parking Places Order 2015, Amendment No. 5 - Consultation

Thank you for providing your views on the above change to the Wealden District Council (Off Street Parking Places) Order 2015 (Amendment 5).

A meeting was held on Monday 22nd 2024 to review all the consultation letters and emails and the following was approved.

- Wording amendments in relation to postal timescales for Excess Charge Notices
No comments received – changes approved.
- Wording amendment in relation to Pay & Display parking due to implementation of Mobile Applications (App)/QR Code Payments
No comments received – changes approved.
- Wording amendments – general – 24hr should read 23hr
No comments received – changes approved.
- Woolpack Car Park, Herstmonceux – request by Parish Council to change car park from 23hr to 3hr
10 responses were received.
The responses related to teachers parking, West End residents parking and local businesses. The Recreation Ground Parking provides long term parking, the car park is lit, bays marked and has a footpath with lighting which leads to the rear of the bowls club and rear of the primary school. This provides adequate parking for teachers enabling parents to use the Woolpack Car Park to drop their children off in a safe manner. The request for permits has been declined due to the limited size of the car park.
- As a result of all the comments the following has been approved:
Total Car Park is 21 Bays
2 Disabled Bays, 1 Motorcycle Bay, 5 x 23hr Bays,



Wealden District Council, Vicarage Lane, Hailsham, East Sussex BN27 2AX
T 01323 443322
E corp@wealden.gov.uk W www.wealden.gov.uk

16 x 3hr Bays (maximum stay 3hrs between 8:00am and 18:00pm, Monday to Saturday – No return to the car park within 3hrs)

- Peelings Lane Car Park, Westham – request by Parish Council to change car park from 23hr to 3hr
18 responses were received.
The responses varied and were received from the Parish Council, users of the Village Hall, residents and local businesses.
To assist the Village Hall and short-term parking in the area several 3hr bays have been allocated to this car park. The remaining bays will be 23hr to assist local businesses.
The decision for implementing 3hr bays is twofold:
 1. 3hrs is in line with other Council car parks within the district and provides consistency for users.
 2. Wealden District Council own or manage 39 free to use car parks across the district. To ensure the car park is monitored effectively within the resources available the maximum duration for short term parking Wealden can provide is 3hrs.

Introduction of a Loading Bay is to be installed to assist the users of the Village Hall. This will not reduce the number of current bays available.

As a result of all the comments the following has been approved:

Total Car Park is 25 Bays
1 Disabled Bay, 1 Loading Bay, 13 x 23hr Bays,
12 x 3hr Bays (maximum stay 3hrs between 8:00am and 18:00pm, Monday to Saturday – No return to the car park within 3hrs)

- Implementation/increase charging of permits across the district.
8 responses were received.
The responses received were from the Parish Council and residents.
All comments were noted however, as detailed in the report all neighbouring authorities operate a permit scheme. The fees indicated are below those of the neighbouring authorities and are deemed appropriate.
Changes approved.
- Increase Excess Charge Notice amounts in line with neighbouring authorities.
No comments received – changes approved.

All changes will now be legally formalised and changes in the car parks made. The changes will come into force on 1 April 2024. We will also be monitoring the effect of the new changes and will review them on a regular basis over the coming year.

Regards



Councillor Kelvin Williams
Public Health, Wellbeing and Asset Management Portfolio Holder
Wealden District Council
Council Offices | Vicarage Lane | Hailsham | East Sussex | BN27 2AX

[APPENDIX I - Tye Portfolio Report & Draft Specification for Road Repairs.](#)

Alfriston Parish Council

The Tye Portfolio: Monthly Update February 2024.

Neil Parkinson.

The Tye

General Maintenance

- The damaged drain cover near the WMH remains an issue. It was reported to Southern Water but they have inspected it and say that it is not theirs. The Clerk has sent information to AEG and we are very grateful for any help they can provide.
- The mine remains chipped and I propose to partially repaint it in the spring.

- We have created a Tye Team: Gardening group and plan to meet on 10th Feb for a discussion of the Memorial Garden at the Turning Circle and the track past the Clergy House, and some initial tidying.

Notes from the Tye Coffeehouse

- My fundamental approach is to conserve the Tye, not to develop it, but some incremental ideas have been suggested. Most would require village consultation before they were enacted, as well as external funding. A group of volunteers have kindly offered to help to research and develop them. A summary of suggestions:-
 - Replacing all the old perimeter bollards with more attractive wooden or composite ones;
 - Changing the road surface of the Turning Circle to make it more attractive & welcoming for walkers, and to dissuade parking;
 - Repurposing/renovation of the water fountain (wishing well, map engraving, art plinth discussed), and/or a water tap near the OCC;
 - Information board by the Turning Circle – history, orientation, bylaws;
 - Additional ground mesh support (as used alongside the path to the WMH) at the two entry points from the White Bridge/River Lane if it would reduce mud;
 - A stargazing area;
 - Wildflowers along the boundary of the side track opposite the Clergy House.
- I reiterate that these are informal suggestions, for discussion.
- There was discussion around having an additional dog waste bin sited by the approach to the White Bridge. I assume this would need to be provided by WDC at additional (unbudgeted) cost (TBC), unless the one from the Clergy House end of the Tye is moved. There was also a single request that dogs should be kept on leads on the Tye; I suspect this would be very contentious but would hope that dogs are supervised and kept under control.

The Tye Road

(A map of the Tye Road is provided to help identify the areas mentioned.)

Maintenance and parking are both longstanding issues. At the Coffeehouse Conversation there was a request that the Main Section of the road to be widened so that cars could park diagonally, and conversely a discussion about returning the road to an unmetalled track. Whilst I appreciate the concerns expressed, my view is that neither is appropriate for the wider village. The Tye is primarily a village green and “an open space for recreational purposes” and I personally do not believe we should trade grass for tarmac; but equally, effective access is required for those who border the Tye, including the OCC and WMH. I therefore propose that in the upcoming maintenance work, the current road width and surface is maintained.

I have previously divided maintenance issues into three: the collapsing road edge, the potholes, and parking restrictions. This month, a tender for professional repair work has been prepared, which I propose to send to at least three companies, and No Parking signage has been ordered. A local business has offered to help with the repairs, and I will have an introductory meeting with them. I am also grateful to Cllrs Rabagliati and Spring for their suggestions on repairs.

1) Road edge of Main Section

- As previously reported, this is collapsing in many places and I fear that the Tye Road profile, which is higher than the Tye itself, plus the increasing weight of some cars, would make the problem recur if it is simply retarmacked.
- A more substantive foundation/support may be required, possibly extending under the grass of the Tye, which would be restored on top.
- However, an expert view is needed. The draft specification for seeking quotes asks suppliers to propose and cost a long-term solution.
- The cost of this work remains unknown and may exceed available funds.

2) Parking restriction at the Turning Circle Section

- New No Parking and Turning Circle signs have been ordered, as previously discussed.
- Paint and hand mould for the double yellow line repainting costs more than I foresaw at the previous meeting - £150 + VAT. I have therefore delayed ordering until now, but still believe that we should go ahead. Those who volunteered for the Tye Team: Road group would apply this.

3) Potholes / Resurfacing

- Seeking quotes for the complete resurfacing of the Main Section has been considered but much of the surface is still intact and the cost would likely be prohibitive. I therefore intend to focus on pothole repair.
- Potholes have been repaired by APC previously, but this has lapsed. I am grateful to Mr Beechey who still has some materials and who will hopefully demonstrate the process to me next week.
- However, given the many holes and sunken areas, and the need to create a long-lasting solution, I now feel that a professional repair is needed.
- A draft specification has therefore been created to get quotes, to be sent alongside the road edging request.
- My aim would be to get this pothole work completed as soon as is practicable, possibly before the edge repair which may need more detailed discussion.

- 4) Other Sections
 - Access Section: No work is proposed.
 - Spur Section: The indistinct yellow boxed area here appears not to need repainting, just surface cleaning – I hope the volunteer teams can undertake this and tidy the area around the access gate.

I'm grateful to all those who have offered to help improve our Tye.

Recommendations:-

- 1) APC is asked to approve the proposal seeking quotes for the Tye Road Main Section edge repair and the pothole repair, to send to three (or more) companies. In order to receive responses in time for the next meeting, companies are being given three weeks to reply.
- 2) APC is asked to approve maintaining the Tye Road at its current width and with the current surface, since that is assumed in the tender document.
- 3) APC is asked to approve spending £150 + VAT on materials for relining the turning circle.
- 4) APC is asked to note the possible developmental ideas outlined above, which, if thought worthwhile, could be developed informally before becoming the subject of formal consultation.



Draft Specification for Tye Road Repairs

Dear Sir/Madam,

Alfriston Parish Council (APC) is inviting quotations from suitably experienced companies with the appropriate equipment and Public Liability insurance for the repair and resurfacing of sections of the Tye Road in the village.

A specification and map follow. In outline, the work divides into two components along the Main Section:-

- Rebuilding the collapsed road edge along the edge of the village green "The Tye", and,
- Repairing potholes and sunken areas of the road surface.

The road edge along much of the Main Section has collapsed in many places and APC is concerned that the road profile, which is higher than the Tye itself at some points, together with the increasing weight of some cars, would make the problem recur if the tarmac is simply replaced. We would therefore welcome your recommendations for creating a more substantive, longer term, solution.

The potholes/sunken areas are hopefully a more straightforward issue and we will consider proceeding with this work in advance of the road edge repair.

We strongly encourage you to make a site visit before responding, and APC representatives would be happy to meet you onsite and discuss the project and answer any questions that you may have. Any additional information requested onsite or otherwise will be circulated to all companies who have been invited to respond.

In your response, please:-

- Indicate the cost excluding VAT of each component of the work and whether there are savings if multiple elements are contracted. If you wish to submit pricing for any additional options, please show them separately.
- Identify the lead time for commencing work on each component after ordering and estimate the number of days required to complete it.
- Summarise the processes and materials that you propose to use.
- Specify for how long your quote will remain valid (APC has set aside funding for this work but may need to seek further funding depending on the quotes received).
- Specify what guarantee is provided.

Please send your response to the email address below, to arrive by close of business on March 11th 2024. Responses will be reviewed at an APC meeting on or before March 18th 2024.

If you do not wish to take part in this process, we would be grateful if you would let us know so that we do not trouble you further. Any queries, or requests for meetings onsite, can be sent to the email address below. Thank you for considering this request.

Yours faithfully,

Suzanna Dry
Clerk & RFO to Alfriston Parish Council.

Alfriston Parish Council

20th February 2024

TYE ROAD REPAIRS: SPECIFICATIONS

Preamble

- The Tye Road is a private road maintained by Alfriston Parish Council. It runs alongside the historic “Tye”, which is Alfriston’s village green. The Tye is used for recreation; the road is used to access various properties including the village halls and church, and for parking.
- An outline map is provided which divides the road into sections.
- This tender only refers to the Main Section; other areas are out of scope. This Section measures approximately 125m x 5m, running along the long side of the Tye. This is where much of the edge of the road has collapsed, where there are potholes, and where parking takes place.
- Bidders are asked to quote for two elements of work – and may quote for either or both components.
- Quotes for additional work that would help to maintain the road will also be welcome.
- The components may be awarded, and the work undertaken, at different times.

Project Component 1: Road Edge

- Repair the collapsed road perimeter where the Tye Road borders the grass of the Tye itself.
- Much of this edge has collapsed from the weight of vehicles parking over many years, and as vehicles get larger and heavier, APC is concerned that simply replacing the tarmac may not be a long-lasting solution.
- We therefore welcome recommendations and proposals for how to create a long-lasting edge and foundation. Any solution should be visually appropriate for this heritage setting.

Project Component 2: Pothole Repair

- Repair existing and previously patched potholes/sunken areas to be flush with the existing road surface, with a long-lasting solution that matches the appearance of the existing surface as much as possible.



APPENDIX J

From: Philip Sigournay
Sent: Tuesday, January 23, 2024 10:24 PM
To: <clerk@alfristonparishcouncil.org.uk>
Subject: Morris Dancing at The Tye Alfriston

Hello Victoria,

You may remember that Alfriston Parish Council granted us permission to dance on Alfriston Tye last year on Sunday 23rd July. This was in celebration of the Hailsham Artists' Network Summer Exhibition, which was taking place in the Old Chapel Centre. We had a lot of fun entertaining our audiences, thank you!

This year, Hailsham Artists' Network Summer Exhibition will take place at the Old Chapel Centre during the weekend of Saturday 20th and Sunday 21st July.

Would Alfriston Parish Council be able to grant permission for Mish Mash Morris to dance on Alfriston Tye on Saturday 20th July, please? I would anticipate us dancing from around 12:00pm until around 3:00pm.

I look forward to hearing from you.

Stay healthy!

Phil Sigournay
Mish Mash Morris

[APPENDIX K](#)

From: Gill Chopra Alfriston W.I.

Sent: Wednesday, January 31, 2024 10:01 AM

To: Clerk, Alfriston Parish Council <clerk@alfristonparishcouncil.org.uk>

Subject: Saturday 20th April - Permission for 'A' boards

Dear Parish Clerk

We are holding a Tabletop Sale in the War Memorial Hall from 10 a.m. to 12.30 p.m. on Saturday 20th April. Could the Parish Council please give permission for two 'A' boards advertising this event to be displayed in the High Street that day - one at the Twitten leading to The Tye and one at the Market Cross?

Many thanks.

Gill Chopra Secretary, Alfriston WI

[APPENDIX L](#)

From: Gayle Hudson

Dated: 31.01.2024

Hi Neil

I'm planning a few Easter treats in the OCC on Saturday 30th March - which is Easter weekend.

We are going to do an Easter Egg Hunt in the OCC garden for the village children, and wondered if we could extend this onto the Tye area if necessary? Nothing set in stone but just asking in case we decide the garden is too small and a bigger area may be good - avoiding the Tye Road - so around the church and green?

I attach our *draft* flyer - not to be circulated for a couple of weeks yet....

Look forward to hearing!

Thanks

Gayle

[APPENDIX M](#)

From: Katherine Arnold

Dated: 05.02.24

ABOARD IN THE SQUARE FOR 24TH FEBRUARY TO 3RD MARCH

Dear Susannah

Please could I ask to put up an A board in the village square for the above week to advertise a concert in the church which is a fundraiser for the church

Very many thanks