

Minutes of Meeting of Westham Parish Council held on Monday 10th June 2019 at Stone Cross School, Stone Cross at 7.30pm

Cllrs Present:

Chair, Mike Haffner (MH), F Durling (FD); I Fenner (IF); J Hayward (JH); J Belcher (JB): K Colbran (KC); R Mayfield (RM)

District Cllr A Snell (AS); P Doodes (PD) both left the meeting at 2048

In Attendance: J Scarff (Locum clerk), 8 members of the public

Members of the public are encouraged to come to the meeting and there is an opportunity on the agenda for them to address the council on matters on the agenda.

1 Election of Chairman for the forthcoming year 2019/2020 and signing of the declaration of acceptance of Office

MH was unanimously elected as chair of the AGM, as no declaration of office was signed for the full year the election of chair it was required to elect a chair of the Parish Council for the forthcoming year.

FD proposed that MH be chair of Westham Parish Council for the forthcoming year.

This was seconded by RM

6 Cllrs voted in favour and MH accepted the post

MH signed the declaration of acceptance of office.

A question was asked if the cllrs needed to ask if there were any other proposals. The clerk explained that if there is a proposal and it is seconded that is the motion that goes forward for the vote.

2 Apologies and reasons for absence:

Apologies received and accepted from Cllr Norman Beany

3 Minutes

Resolved: the minutes of the following meeting were agreed as true representation of the meeting and signed by the chairman

Parish Council Meeting 20th May 2019

FD proposed approval, JH seconded for the Parish Council meeting 20th May 2019 all agreed

4 Full Council Annual General Meeting 20th May 2019

FD proposed approval, of the AGM Council Meeting 20th May 2019 all agreed

5 Matters Arising not on the agenda

None

6 Declarations of Interest in accordance with the Code of Conduct:

None

7 Confirmation of dates of forthcoming meetings.

Full Parish Council Meeting Monday 15th July

All agreed

8 To receive a brief report from the county councillor on matters from the County Council affecting the council.

County Cllr Report No report received

9 To receive a brief report from the county councillor on matters from the District Council affecting the council.

AS introduced herself as the district cllr for Polegate Central and explained that she has a small part of Stone Cross within her ward.

PD, explained she is one of 2 DC who represent Westham along with Ray Cade. PD let the meeting know that many of the PC meetings clash. The next meeting in July does clash. PD went on to explain that it will not be possible to may all the meetings but is always available on the phone and is happy to meet cllrs. RC was previously asked a question on CIL which he tried to answer via email. The email address was incorrect and needs to be furnished with the correct email address to use.

FD asked if the cllrs could send a report if they are unable to attend. PD affirmed this would be done.

The meeting was adjourned at 19:47 to take questions

10 Questions from Members of the public - limited to a max of two per person and two minutes per question

No questions were asked.

19:48 the meeting resumed.

11 Minutes of any Committee Meetings held since the last full council for adoption and to consider the adoption of the recommendations

The finance committee met Friday 7th June 2019

FD proposed, agreed that the minutes were a true reflection

12 Reports on outside meetings held since the last full council meeting

None to be reported on

13 Report on the current financial arrangements of the Parish Council

RM reported that they are still awaiting for approval of the signatories for the bank account from the bank. All details required have been sent.

There is a national savings investment acc but the book has not been found yet.

There is £21k in the account, RM has a form to fill in to change the signatories and proposed that they are the same signatories as agreed for the Natwest account. MH explained that this would be MH, RM & NB,

FD seconded the motion.

IH objected to the motion before it was voted on.

The clerk asked if the finance committee had been constituted at the AGM, this was confirmed. There are 6 cllrs on this committee. The clerk explained that at least one person should not be a signatory so that they can audit the accounts on a quarterly basis.

FD confirmed that there are some unpaid invoices whilst the council wait for the signatories to be confirmed.

14 Formation of an interview working party

FD explained that there may be two people interested in being Locum Clerks for the council. The Locum Clerk was asked to leave the room while the council discussed the interview process.

19:58 R Mayfield left the room

20:02 R M returned

15 To appoint two members of the council to respond to Stone Cross School security matters (deferred from last week)

MH volunteered to be one of the cllrs as he has already had discussions with the head of the school. RM volunteered that he was happy

FD proposed that MH RM take on the role. All agreed.

16 Advertising Parish Council vacancies

FD explained that she had spoken to Trevor Leggo of SSALC who had explained that the PC would need to contact WDC who would advertise the vacancies for 14 days after which the PC can follow their co-option process.

17 Appointment of tree warden

JB put herself forward and explained why she would like to do this role. IH clarified that there is a role for an assistant tree warden post. FD also put herself forward and explained her credentials.

MH proposed that FD take the post of tree warden and JB be assistant tree warden. JB asked if FD felt she had time for the role. FD she did.

JH seconded the motion.

Motion was carried 4 to 3 in favour

JB reported that she had had a phone call from a member of the public to say a member of the working party sawed off a low branch off a tree at the pond which was already falling off. There was confusion about which tree was affected. Bark damage was noticed Fri 7th June

The tree branches have been cut from the top rather than under cut which has caused bark striping.

FD will investigate further

FD

18 Three potentially dangerous trees in Stones Cross.

JB reported that Chaffins have carried out the work.

FD clarified the address of the site to the rear of 23 Gearing Road

19 The Pond Working Group (PWG)

FD introduced a report from the working group and introduced one of the members and his credentials. the pond mgt plan was presented at the march meeting and the PC had agreed to consider the plan. There was clarification of the agreements made in the March meeting.

A summary of the objectives of the PWG by a member of the pond working group. Following discussions about details. The chair asked for the discussion to take place at a different time. There are 8-member s of the group including 2 parish cllrs.

Would like volunteers to have scheduled days in advance for the forthcoming year.

Scientific and ecological input. One of the current cllrs is an ecologist. Volunteers need the input of expert contractors.

Chaffins commented that there seems to be confusion as to whether the PC wanted the work to go ahead.

FD confirmed that the work had been approved in the March meeting and could go ahead.

JH asked that adverts for more volunteers go ahead immediately.

IL stated that he feels that the PWG should be put under the control of Parks and Open Spaces. MH commented that the previous PC had set the group up to report directly to the PC and he felt that this was appropriate.

IF felt that the group was not representing the wishes of the residents. MH

recommended that any recommendations are put forward to the PWG. MH clarified that the group members are being voted in and invited IF to make a proposal.

IF proposed that the management of the pond should be put under the Parks and Open Spaces committee and the PWG be disbanded there was no seconder for this motion

The Locum Clerk clarified the procedure for constituting committees and working groups.

FD then proposed that the council agree to have a PWG, MH clarified the motion suggesting that the group report directly to the full council. The proposal was seconded.

The Locum Clerk clarified that there is a proposal and seconder and therefore should be voted on. Motion was passed by majority

The PC then agreed to delegate the review of terms of reference to the PWG which will be ratified at the next full council meeting.

There was a further discussion about numbers of members on the group and the council needed to decide how many cllrs should be on the group.

It was clarified that the group did not have delegated powers to make decisions.

FD proposed that 3 cllrs be voted on to the PWG, this proposal was not seconded

MH proposed that this motion be deferred. This motion was not seconded.

RM proposed that the cllrs currently on the group remain and the addition of a third cllr be deferred to next month. MH seconded the motion

JH was asked to introduce himself and his credentials. FD then clarified that herself and JH would be council representatives.

JB asked for clarification of how many people are able to work at the pond and any lone working policy. MH commented that this would be part of the terms of reference, JB asked for clarification of what the insurance cover was. FD clarified that there are 13 volunteers noted on the insurance.

20 Tourism and its promotion

JB was asked by a resident who has requested that the village should be tidied up to help encourage the tourism and if there was anything that could be done make it look more attractive.

Noted by the council and JB was asked to contact the resident and ask for a proposal to take forward.

JB

21 Parking on verges etc (deferred from last meeting)

KC commented that she is affected by the parking, there was a short discussion about the implications of putting bollards on the verges to protect them. The grass has been killed and the parking is dangerous.

FD reported that the previous chairman had had discussions with ESCC who were not supportive of bollards as it would make it difficult for fire trucks to get through. Other ideas were discussed. The Locum Clerk suggested that as it is ESCC land arrange a meeting with the highways steward and the safety manager (Brian Banks) who will let you know what's possible. If the PC then agree what they would like to do they would need to apply to ESCC licencing department for permission.

The locum clerk suggested that the PC ask the county councillor for support with this. KC will contact the county councillor.

KC

22 Turning Peelings Lane into a quiet lane

FD proposed that this item is deferred as it is a complex issue and it would be better to have a proposal that could be discussed. All agreed.

The Locum Clerk suggested that the council hold a rolling list of outstanding resolutions

23 Christmas Lights to criss-cross the high street and contributions from the community.

IF commented that he thought it was too early to be discussing this.

JC clarified that she had been asked by village parishioners to raise the subject and commented that it may seem early but there would need to be discussions about funding this.

24 Poppy Day

JB reported that she had been asked to raise this with the PC as she had been contacted by a resident who had been upset that nothing had been done in Westham last year. JB asked whether it would be possible to buy a Tommy figure.

The Locum Clerk explained where the Tommy figures could be ordered from (link below)

<https://shop.therebutnotthere.org.uk/products/tommy>

The Locum Clerk also highlighted that the council could buy wreaths from The royal British Legion.

MH suggested that this be deferred to the next meeting

25 Scarecrow Festival on Westham Green.

MH explained the history to this item. The PC had not allowed Scarecrows to be displayed last year after reports of damage the previous year and a consideration of it being an archaeological site. MH had contacted the County archaeological office who confirmed there would be no issue with putting a stake in the ground to support the scarecrows.

MH proposed that the scarecrows should be allowed on the Green with the proviso that the permission may be more difficult the following year if there was damage to the trees.

JB confirmed that she had also contacted the County archaeological office and was told there was no issue. JB also commented that damage to the trees could be done by anyone and that the scarecrows were a good thing for the village. The school children had enjoyed the project and it should be allowed to happen this year.

Resolved that the Scarecrows should be re-instated this year and the area should be made good after the festival has finished.

26 Re-installing litter picking and installing litter bin with lid at the pond.

The previous litter picker, contracted through an agency, retired in April. The job was for 20 hours per week on an hourly rate. MH proposed that the contract with Grafters be re-instated.

Resolved. All agreed

JB explained the issue with the current litter bin, at the pond by the bench and notice board, has a lid but has gaps where rubbish is pulled out daily by animals. A new bin is needed with a proper lid that it's also sympathetic to the surrounds. JB sited the bins that are used in the New Forest.

JB agreed to investigate bins and bring a proposal to the council for the next meeting.

RM proposed that the suggestion put forward by JB be carried. All agreed.

The locum clerk suggested that before purchasing anything it would be worth contacting chris.bone@wealden.gov.uk to check that their chosen bin is

JB

suitable for emptying by their contractors.

27 Bus Shelters

FD explained that the 3 bus shelters will be replaced in the next two weeks.

28 Questions from Parish Councillors

None

29 Planning Applications, to include any received after this agenda was published

MH explained that they had received notification from WDC that a planning application had been approved. FD explained that this had always been dealt with via email previously.

30 Confidential personal matters

To be discussed in private without the presence of the public.

With no further public business, the Chair thanked everyone for attending and for their patience and closed the meeting at 21:39 pm.

The cllrs remained to discuss item 30 in private. IF left the meeting before the discussion started. The Locum Clerk Left the meeting before the discussion started.

SignedDate.....