

WESTHAM PARISH COUNCIL

Stone Cross School, Adur Drive, Stone Cross

East Sussex BN24 5EF

Minutes of the Full Council Meeting held at 7.30pm on Monday, 19 August 2019

at Stone Cross School Stone Cross.

Present:

Cllr MH Haffner (Chair), Cllr N Beany, Cllr J Hayward, Cllr R Mayfield, Cllr M Lewis, Cllr D Upton

In attendance: S Sanders (Locum Clerk)

3 members of the public

49. Apologies – Cllr J Belcher, Cllr F Durling, Cllr K Farley, Cllr I Fenner, Cllr J Jones,
WDC Cllr P Doodes, Cllr R Cade

50. Declarations of Interest

None

51. Questions from members of the public on matters on the Agenda at the discretion of the Chairman –

- (i) The willow tree at the pond needs trimming so the notice board can be read – attention would be given to this matter as soon as possible.
- (ii) A fast food van is appearing at frequent intervals close to the Eastbourne Road/Pennine Way Roundabout with signage advertising hot food facing towards Westham – advice would be sought from Wealden District Council / Rother District Council / ESCC highways regarding licensing of the food van and trading from the highway.
- (iii) The Chairman was asked if Westham Parish Council would continue to use their premises in Stone Cross School. He explained that they had a long lease on the premises but the room could be used other organisations if requested and agreed by Westham parish Council.

52. To receive reports from East Sussex County Council and Wealden District Council

There were no Councillors present from East Sussex County Council.

The Chair read out a report from Wealden District Councillor Angela Snell in which she gave an update on vandalism and crime, waste collection and recycling, climate emergency and cars for sale at Golden Jubilee Way Roundabout.

There were no other District Councillors present.

53. Minutes of the previous meetings held on 15 July 2019 and amended section of the Minutes of 10 June 2019

Councillors were asked to agree the Minutes for accuracy. The Chair gave all Councillors a copy of the **amended section** of the Minutes of the 10 June 2019. All Councillors were given time to read the amended section.

To approve the amended section of the Minutes of 10 June 2019

Proposed: Cllr N Beaney

Seconded: Cllr J Hayward

Resolved: That the above section of the Minutes of 10 June 2019 is agreed

Unanimous agreement

To approve the Minutes of the Meeting held on 15 July 2019

Proposed: Cllr R Mayfield

Seconded: Cllr M Haffner

Resolved: That the Minutes of 15 July 2019 be agreed

Unanimous agreement

54. Committee Minutes

To resolve the Minutes of the Finance & General Purposes Committee meeting held on 8 July 2019

Cllr Mayfield, Chair of the Finance & General Purposes Committee informed the Council that the Bank account for Westham Parish Council is now back up and running. He explained that this had taken an enormous effort by himself and the Chairman to finally reach this point as all 3 signatories to the account from the previous council were no longer councillors. Frequent trips to the bank, many telephone calls and a complaint that had still not been acted upon by the bank had taken up much time.

Cllr Lewis asked what the balance of the account was. Cllr Mayfield replied that as yet no current statements had been received since the end of May. He also asked about the budget for the Council and if one was in place. Cllr Mayfield replied that as yet an official

budget for the Council year 2019 -2020 set by the last Council had not been located but once the current financial position is known then decisions on spending can be looked at.

Cllr Mayfield then recommended the Minutes to be agreed

Proposed: Cllr R Mayfield

Seconded: Cllr N Beaney

Resolved: That the Finance & General Purposes Committee Minutes of 8 July 2019 are agreed

Unanimous agreement

(i) Communication Group

Cllr Mayfield asked all Councillor to note the minutes of the Communications Group

Resolved: That Councillors agreed to note the minutes

Unanimous agreement

55. Reports on outside meetings attended since the last Full Council Meeting

Councillors discussed the arrangements for attending these meetings. It was decided that an audit of outside bodies take place and a list compiled so that they could be notified of the councillor representation from Westham Parish Council.

56. Agreement to approve emergency work to trees etc.,

The Chairman had received two quotations regarding safety issues at two sites:

Dalloway Drive

The Tree Officer at Wealden District Council would need to be contacted by the contractors before any work could be carried out on a tree in this area as it was under a Tree Protection Order (TPO). The tree needed to have the crown fully lifted.

Swale Close

This was an area of concern for Councillors. The pathway behind the houses had been gated at each end by the last Council for security reasons at the request of residents.

No maintenance had been carried out to the trees in this area and the trees and bushes were now out of hand, overgrown with branches breaking off.

Recent gales had brought down a number of these trees in an area around 60 metres x 20 metres.

The Chair recommended that Councillors accept the quotations to carry out the urgent tree works

Proposed: Cllr M Haffner

Seconded: Cllr J Hayward

Resolved: To accept the quotations and the urgent remedial work be carried out as soon as possible

Unanimous agreement

57. Questions from Parish Councillors

Cllr Beaney asked two questions.

- (i) The recent appearance of cattle in Butchers Field – this was causing concern due to the weakness of the gate and the strength of the young calves. Cllr Beaney questioned whether cattle should be in the field and if it was in the agreement. He was informed the farmer would be contacted the next day to find out what was happening and if he could secure the gate and outer fence as soon as possible.
- (ii) Repainting of the signpost at the junction of Forde Lane and Hailsham Road (the triangle) – Cllr Beaney asked if the Council would be allowed to paint the finger post or would ESCC highways paint it. If they would not would permission be given for the Parish Council to find a contractor to do it? Cllr Beaney was informed that enquiries would be made with ESCC to find out their views.

58. Confirmation of Locum Clerk

To verbally confirm that Sue Sanders is adopted as Responsible Finance Officer (RFO) for Westham Parish Council

Proposed: Cllr M Haffner

Seconded: Cllr R Mayfield

Resolved: That Sue Sanders is confirmed the Locum Clerk and Responsible Finance Officer for Westham Parish Council

59. Adoption of temporary policies and procedures to be re-assessed after six months

The Chairman introduced these above policies to the Council. After a short discussion it was recommended to accept the three policies. And that the time scale should be six months instead of three.

Proposed: Cllr N Beaney

Seconded: Cllr J Hayward

Resolved: That the Grievance Policy, Discipline Policy, and the Health & Safety Policy are accepted and agreed by Council

Unanimous agreement

60. Planning

The Chair said that notification had been received of two planning applications:

WD/2019/1666/OH

Location:

RATTLE ROAD, STONE CROSS, BN24 5DJ

Proposal:

TO INSTALL 5 NEW POLES TO THE LOW VOLTAGE OVERHEAD ELECTRICITY NETWORK AND THE REMOVAL OF 4 EXISTING POLES

WD/2019/1670/F

Location:

GARDEN BUNGALOW, HAILSHAM ROAD, STONE CROSS, BN24 5BS

Proposal:

PROPOSED OAK FRAME GARDEN ROOM EXTENSION INCLUDING NEW PORCH / BOOT ROOM

Recommended: That the Clerk write to Wealden District Council informing them that Westham Parish Council could see no reason for objection to both of the applications

61. Confidential Business

To resolve to exclude members of the press and public - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies [Admission to Meetings] Act 1960

The Chair then proposed that the public be excluded due to the confidential nature of the item

Proposed: Cllr M Haffner

Seconded: Cllr D Upton

Unanimously agreed

62. Staffing Issues

Employment of Parish Clerk

The appointment of a new Proper Officer and Responsible Finance Officer was agreed

Proposed: Cllr M Haffner

Seconded: Cllr N Beaney

Resolved: That Mrs S Sanders be appointed Proper Officer and Responsible Finance Officer – to be reviewed in 6 months' time

63. Next meeting

The next Full Council Meeting will be held on Monday 16 September 2019 at 7.30 pm