



Working for the Community in Rotherfield, Mark Cross,
Eridge Green, Boarshead and surrounding areas

**MINUTES OF THE MEETING OF THE RECREATION AND BURIAL COMMITTEE
HELD ON TUESDAY 21ST JANUARY 2020 AT 19:30
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL TN6 3LX**

PRESENT

Cllr. G. Watson-Smith (Chair)
Cllr. N. Wickenden (Vice Chair)

Cllr. R. Harris
Cllr. L. Henrick

Cllr. J. Richardson
Cllr. K. Rignall

COUNCILLORS ABSENT

None

ALSO PRESENT

Two Parishioners in connection with item 2a).

1. TO RECEIVE THE FOLLOWING: -

a) Public Forum

None.

b) Apologies for absence (LGA 1972 s85):

Cllr. Martin had submitted an apology for absence, and it was **RESOLVED** that the reason be accepted.

c) Consider appointment of Cllr. Kitchenham to this Committee.

It was **RESOLVED** that Cllr. Kitchenham be appointed to this Committee, **CLERK** to update records.

d) Declaration of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

None declared. Chair reminded the Councillors that they should declare an interest if, at any point in the meeting, they became aware of one in connection with an item being discussed.

e) To resolve that the Minutes of the meeting of this Committee held on 8th October 2019 be taken as read, confirmed as a correct record and signed by the Chair.

It was **RESOLVED** that these be confirmed and adopted as a true record and they were signed by the Chair of the Committee.

**f) Update regarding matters arising and action items from previous meetings.
October meeting of the Committee**

2a) Path to Bowls Club. This is to be re-assessed in the Spring – **CLERK** to note and remind Chair/Vice chair of this Committee to inspect.

2b) CCTV on the Village Hall.

Specification and quotes received. An item will feature on the agenda of the January Council meeting to consider and agree further action.

2d) Pre School damp issues. Remedial work scheduled for February half term.

It is understood that this is to proceed as previously discussed with ESCC.

3b) Storage rack for boards in the Cemetery

Quote received for discussion at this meeting.

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. **Email:** clerk@rotherfieldparishcouncil.co.uk

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g) Committee financial report and agree any actions required.

Budget and Nominal ledger reports circulated prior to the meeting. It was **RESOLVED** that no actions were required.

RECEIVE INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING AREAS OF PARISH COUNCIL LAND.

2. RECREATION GROUND, CAR PARK AND VILLAGE HALL

a) Request to hold a Circus (human performers only) in the Recreation Ground.

Representatives of the Rotherfield School PTA were present and provided the following information.

- The Circus in question has long experience of working with Schools/PTA to raise funds for them. They perform for a set fee with the PTA setting ticket price, dealing with the sales and retaining the profit.
- Testimonials were shown, all supporting the quality of the Circus. A PTA member present had recently seen and was impressed by their Christmas Show at Groombridge Place and had spoken to nearby schools who had hosted the show and testified to its quality.
- Date currently available of Tuesday 2nd June.
- The Circus arrives on the morning of the show to erect their 600 seat "big top", performance would be from 17:30 to 20:00 including a 30' interval.
- The performers would stay "on site" overnight and depart the following day after the show has been dismantled.
- An area of 50m² is required to accommodate the "big top" and vehicle parking. There are 10 support vehicles, all "light commercial", and the one carrying the "big top" will require access to the pitch.
- Clerk reported that he has spoken to the Council's insurers who raised no issues with what was proposed other than advising that copies of the Circus' liability insurance be obtained.
- Concerns were raised by the Committee regarding possible damage to the pitch and drainage, particularly if wet weather was experienced. Much effort and money has been spent by both the Council and Sports Club in maintaining it to a high standard.
- Use of the lower field was considered but discounted due to the gradient of the access track.
- Parking would be an issue. School have offered the rear playground for this which will accommodate a small number of vehicles.
- Suggested best location would be on the pitch at the "pre-school" end of the Rec. near the Chestnut trees so that support vehicles should be parked in the car park rather than on the pitch.
- There is a sports club meeting on the 28th of January and this proposal will be discussed.
- Other areas in the Village had been considered but discounted as unsuitable.

RESOLVED that the Committee wished to support this proposal in principal subject to further information regarding parking of support vehicles in the in the car park rather than on the pitch, and wet weather contingencies for accessing the pitch without causing significant damage to it. **CLERK** to enquire of Coppard regarding options for temporary trackways and item to agenda of the 30th January Parish Council for a decision on the matter.

b) Response to Village Hall regarding their concerns at use of the car park by a fitness group.

Copy of the Hall's comments circulated in advance of meeting. Main issue appears to be that the sessions held "clash" with pick up from Scouts/Cubs on a Wednesday evening, and junior football on a Saturday morning. **RESOLVED** that **CLERK** to contact Scout Group to establish times of session and then contact fitness group requesting that they adjust their start times to avoid these; Hall to be informed of this.

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c) Quote for fence to protect the waste unit at the rear of the Pre School.

Quote circulated prior to meeting.

RESOLVED that quote of £703.26 plus VAT be accepted for this, **CLERK** to advise contractor. Clerk reported that Council are currently paying £43 per month to hire temporary fencing.

3. ROTHERFIELD PARISH CEMETERY

a) Quote for boarding storage rack.

RESOLVED that quote for £621.95 plus VAT be accepted, **CLERK** to instruct contractor. Clerk suggested that Chair/Vice Chair visit with contractor to verify that proposed structure will be suitable.

4. OLD BURIAL GROUND AND COURT MEADOW GREEN

a) Information regarding additional benches.

Cllr. Wickenden reported that one memorial bench, provided by a Parish family, will be shortly be installed overlooking the War Memorial.

5. GENERAL MATTERS FOR THIS COMMITTEE

a) Plans for planting further trees in the Parish.

The following was **RESOLVED**.

- **CLERK** to instruct our grass cutting contractor to visit the Danegate/Blackdon Hill "triangle" at Eridge with the tree wardens to investigate tidying work and trees suitable for planting at the location.
- Tree Wardens to liaise with Adam Hardy re: including an article in the next edition of the "St Denys' News" seeking Parishioners views and suggestions regarding areas suitable for planning of additional trees.
- Item to be added to agenda of next meeting of this Committee to receive information and agree actions.

b) Agree grass cutting arrangements for 2020/21.

Current cut list circulated. Clerk recommends Chair and Vice Chair review list and advise if any changes are needed. Clerk advised that for contracts valued over £10K such as this invitation to tender should be issued or the relevant Financial Regulation 11.1 waived. In view of the sum involved Full Council will need to confirm, **CLERK** to add item to the January meeting agenda.

c) Quote for lining the Surgery car park.

This was circulated prior to meeting. It was **RESOLVED** to defer lining the car park until the feasibility of a modest extension to provide more space for parking was investigated.

6. TO RECEIVE NOTICE OF DATE OF NEXT MEETING OF THIS COMMITTEE.

Tuesday 14th April 2020 in the Parish Council Room, Rotherfield Hall, starting at 19:30.

7. REPORT DETAILS OF ANY URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

Water running across the Highway in Church Road, High Cross and Cottage Hill. It was considered that the high water table rather than blocked drains may be the reason for this. **CLERK** to ask Cllr. Standley (ESCC) to seek information on the matter and report at the January Council meeting.

Chair declared the formal business of the meeting closed at 21:20.

.....Chair.....Date

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