



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 9TH JULY 2019 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. A. Martin.

COUNCILLORS ABSENT

None

ALSO PRESENT

Cllrs. Richardson and Rignall, and a Parishioner in respect of item 2a).

1. TO RECEIVE THE FOLLOWING: -

a) Apologies for absence (LGA 1972 s85):

None.

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

None. Councillors were reminded that they should declare an interest at any point in the meeting if they become aware that they have one in connection with a matter being discussed.

c) To resolve that the Minutes of the meeting of this Committee held on 16th April 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. It was also **RESOLVED** that the minutes of the 22nd January 2019 meeting of the Committee be confirmed and adopted as a true record and these were also signed by the Chair of the Committee.

d) To appoint additional members to this Committee.

It was **RESOLVED** that Cllrs. Richardson and Rignall be appointed to this Committee and they joined the meeting.

e) Update regarding matters arising and action items from previous meetings.

Numbers reference the 16th April meeting of this Committee :-

2a) Play area repairs. These minor repairs had been dealt with by the former Committee Chair. The broken screens on the Sports Club's "dugouts" have been made safe.

2b) The beacon has been reinstalled today by Coppards. It now has a metal pole and is sited further away from the Clubhouse. Cllr. Watson-Smith has kindly offered to deal with painting the pole..

2c) See item 2b) on this agenda.

3a) Bin arrangements for old Burial Ground. Cllr. Watson Smith is to investigate.

4a) The new flagpole for Mark Cross has been purchased and installed.

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

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

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4b) Cllr. Wickenden reported that his inspection of noticeboards, benches and other items that are the responsibility of this Committee remains work in progress.

4c) Clerk is to contact Cllr. Kitchenham to establish if play equipment is planned for the newly fenced area adjacent to Mark Cross Community Centre.

f) Committee financial report and agree any actions required.

Budget report to date was circulated and no items of concern were identified.

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 drone flying event in the Recreation Ground.

This item was dealt with immediately after agenda item 1d) and the Parishioner present addressed the meeting regarding this item. Key points were as follows:

- His experience in flying drones for both hobby and business purposes was summarised, also the rules and regulations governing their use together with insurance and risk management.
- In a business capacity he uses drones for mapping and building surveys.
- He wishes to run courses to familiarise the attendees with drones and fly them under controlled conditions.
- He has been in contact the Aspens, a local charity helping children, young people and adults with a range of disabilities, particularly Autism. It is considered that enabling them to fly drones would be beneficial.
- The recreation ground was considered a good site for this purpose as it has toilet and parking facilities. He has discussed his proposal with the Village Hall.

Councillors were of the view that more information was needed to enable an informed decision. Fixture schedules for existing sports users of the area would need to be examined to identify times suitable for drone activity if agreed, and the lower football pitch area was identified as being the most suitable site for flying.

It was agreed that, before a decision could be reached, a demonstration should be held to which all Councillors are invited. Time and date agreed is Tuesday 23rd July at 18:30 on the lower football pitch prior to the Planning and Building Committee meeting at 19. An item is to be included on the agenda of the July Council meeting for a decision to be made **CLERK** to note.

b) Contribution toward replacement of fence at top of bank to lower pitch.

Quote of £1920 plus VAT of £384 for this has been received. £1440 of this sum is for a 3' chain link fence at the top of the bank separating the two football pitches. £480 balance is for two sections of stock fencing on the lower playing field. Clerk has investigated the VAT aspect of this matter and is of the view that it is maintenance contributing to the safety of a public space from which neither Sports Club or Council are deriving any financial benefit, hence it would be in order for the Council to purchase and reclaim VAT with the Club contributing toward the cost.

RESOLVED that Council will fund 50% of the cost of this work, **CLERK** to advise the Club and enquire as to purpose of the stock fencing.

3. OLD BURIAL GROUND AND COURT MEADOW GREEN

a) War Memorial. Consider quote for provision of railings.

Burslem have quoted £2975 plus VAT for these - subject to review of the design it may be possible to reduce this significantly. Of the sum donated for the memorial £2K is retained in an earmarked reserve for future maintenance, a further £3915 remains from the funds donated. It was agreed that Cllr. Martin is to discuss quote with Burslem and seek an alternative quote. Item to be added to the July Parish Council agenda for a final decision regarding this, also to consider ways of making the inscriptions on the bottom slab of the Memorial easier to view. **CLERK** to note.

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b) Unmarked War Grave – information from Cllr. Wickenden.

From the information provided by Cllr. Wickenden Clerk is to request the Commonwealth War Graves Commission to install a memorial stone. The relevant plot in the Old Burial Ground has been identified and confirmed from our Burial Records.

4. RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE

8th October 2019 in the Parish Council Room, Rotherfield Hall, at 19:30, to include 2020-21 Budget and Precept.

5. REPORT DETAILS OF ITEMS AND ISSUES FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA

Arrangements and area for grass cutting to bank on Station Road, Village end.

Cllr. Henrick raised the following points: -

- Village Fayre is this weekend at the King's Arms and the Council will be represented on Saturday 13th.
- Dog Bin. Millennium Green are now keen to proceed with installation of an additional dog bin. **CLERK** to investigate what has been discussed/agreed regarding purchasing and paying for installation and ongoing emptying, also whether specific permission has been granted from landowner for it to be installed. Item to be added to the July Parish Council Meeting agenda for decision to be made.
- **CLERK** to add item to the agenda of the forthcoming Highways, Lighting, and Transport Committee meeting to agree terms of reference for the working group who are investigating the Community Match Funding for speed awareness measures in the Village.
- Local residents have been contacting Cllr. Richardson regarding issues relating to the High Cross roadworks closure, particularly missed bin collections. Clerk recommended that this was raised with our County and District Councillors, and that future issues be summarised and sent to Clerk for action.
- Cllr. Richardson reminded that Committee Chairs need to complete and submit their reports in time for the publication deadline for the Parish newsletter.
- Street sweeper to be asked to add area by school phone box to his area for sweeping and contractor asked to cut grass around it, **CLERK** to note.
- Grass in Station Road. Street sweeper has reported overgrowing shrubs from the bank is obstructing pedestrians. **CLERK** to investigate and submit report to ESCC Highways for action if considered necessary.
- **CLERK** to add item to agenda of the July Council meeting for final decision regarding whether a book of remembrance/donations is to be produced in connection with the War Memorial. If it is decided to proceed permission will be required from the 181 donors involved, if not the records will require destruction as retention for longer than deemed necessary is a breach of the GDPR.

Chair declared the formal business of the meeting closed at 21:10.

6. PUBLIC FORUM

None.

Adopted and signed as a true record at the 8th October meeting of this committee.

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

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