



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 12<sup>TH</sup> OCTOBER 2021 AT 19:30  
IN MARK CROSS COMMUNITY CENTRE, MARK CROSS CHURCH TN6 3PJ**

**COUNCILLORS PRESENT**

Cllr G Watson-Smith – Committee  
Vice-Chair

Cllr. L. Henrick

Cllr. A. Martin

Cllr. P. Beach

Cllr J. Kitchenham

Cllr J. Richardson

Cllr. R. Harris

Cllr. J. Cahan

Cllr. N. Wickenden

**COUNCILLORS ABSENT**

Cllr. D. Hiles

**ALSO PRESENT**

Trevor Thorpe, Parish Clerk  
Adam Hardy, Deputy Parish Clerk.

**1. TO RECEIVE THE FOLLOWING: -**

**a) Public Forum.**

No members of the public attended.

**b) Apologies for absence (LGA 1972 s85).**

Cllr. Buck submitted an apology for absence, and it was **RESOLVED** that her reason for absence be approved.

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

None declared.

**d) To resolve that the minutes of the meeting of this Committee held on 6th July 2021 be taken as read, confirmed as a correct record, and signed by the Chair.**

The draft minutes of the meeting had been circulated to the Councillors prior to the meeting and it was **RESOLVED** that they be adopted and signed by the Committee Chair.

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

- Repainting of the beacon in Rotherfield recreation ground. This remains to be dealt with.
- Resurfacing of track alongside the Cemetery. Still work in progress.
- Storage area under Rotherfield Pre School. Damp is still appearing here, and investigation of the source continues.
- Deputy Clerk reported that a list of forthcoming weddings had been provided to the Chair of this Committee so that these dates could be avoided for Old Burial Ground tidying work.

**f) Review and comment on the Recreation and Burial Committee workplan.**

Committee Chair was not present to deliver a report on this.

**g) Receive committee financial reports and agree any actions required.**

- It was **RESOLVED** that these reports and item h) below be considered at either an extra ordinary meeting of this Committee or as an item at a future council or committee meeting.
- That the Deputy Clerk would reproduce the previous year's budget in a spreadsheet as a starting point for review at a future meeting.

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

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- h) **Agree the budget and precept requirement of this committee for 2022-23 Financial Year**  
See comment in previous agenda item.

- i) **Annual review of the Committee's terms of reference.**

Deputy Clerk has reviewed the document and recommended to the Committee that no changes were required to it. It was **RESOLVED** that the recommendation be accepted.

**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) **Provision of a grass bin in the Recreation Ground near to the Forest Garden.**

After discussion it was **RESOLVED** that a new bin was not required but that work be undertaken to improve the existing bin to encourage tidier depositing of cuttings.

It was **RESOLVED** that providing a concrete base to the existing bin be investigated and that £500 be allocated to fund the work project. Cllr. Watson Smith is to investigate the cost involved. When work is completed, the Sports Club will be requested to report when the bin is full so that arrangements can be made for emptying it.

- b) **Rotherfield Village Hall commercial waste. Consider change of contractor due to poor service experienced with current provider.**

This service is currently provided by Direct 365 who use Biffa to empty the bins. Poor service is experienced with bins left unlocked or not replaced in the correct location. Village Hall also use these contractors and are dissatisfied with their service. Regular reports from our litter picker are received regarding these issues. Cllr. Beach has offered to speak to the Biffa depot involved with whom he has a contact regarding this. **CLERK** to liaise with our litter picker and the Village Hall and ask that they report issues so a record can be kept.

- c) **Bowls Club. Information regarding proposed green extension.**

Site meeting still to be arranged. Councillors concerned with this to please contact the club to arrange. They wish to deal with the project during their "closed season".

**3. ROTHERFIELD PARISH CEMETERY AND OLD BURIAL GROUND**

- a) **Review outcome of application of rules to improve the tidiness of the Cemetery.**

Chair and other Councillors have been gradually removing items that do not conform to the published guidelines for the Cemetery. **CLERK** to liaise with Councillors involved to agree format of a larger and simpler notice regarding permissible items.

- b) **Consider improvements to the drainage on the left side of the cemetery.**

After consideration of options, it was **RESOLVED** that Cllr. Martin will seek details of the cost of mole draining work on the Rotherfield side of the site to address this issue. Recommendations to be considered at a future meeting.

- c) **Review burial fees and information document for the burial ground.**

As the Chair of the committee is not at this meeting the item is to be carried forward to the next meeting of this Committee, **CLERK** to note. Council Chair raised concerns that our gravedigging contractors are not separating the spoil from gravedigging into the correct bins, which are nearly full. It was agreed that £500 be allocated for Cllrs. Harris and Wickenden to empty the bins and properly dispose of soil and sandstone spoil. Concern was also raised that the contractors are leaving their mini digger in close proximity to the graves whilst the interment and service is taking place. **CLERK** to ask them to remove it further away or into the car park during interment.

- d) **Agree responsibility for insurance of memorials and plaques in the burial grounds**

**RESOLVED** that wording be added to the conditions document to clarify that responsibility for this rests with the owner of the right of burial to the plot.

- e) **Consider if reinspection of memorials in the Old Burial Ground is required.**

Inspection by CTP took place in 2016 at a cost of £500.

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Memorials identified as requiring attention were repaired by Burslem at a cost of £1385.

Cllr. Richardson stated that she had not noticed any obviously hazardous memorials during her regular inspections of the Old Burial Ground. It was **RESOLVED** that the contractor who undertook the 2016 inspection be engaged to review the "category 3" memorials he noted at the time. 2016 report to be passed to Cllr. Beach for review prior to arranging the inspection. **CLERK** to note.

4. **RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE**

To be advised – meeting frequencies, dates and venues for 2022 are yet to be decided.

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

- CCTV upgrade. Due to likely cost level tenders are to be invited for this work.
- Salt supplies for winter weather. **CLLR. MARTIN** is to please review and report on current storage arrangements as concern has been raised that this may be leaching into the soil below. It was suggested that 1 tonne spoil bags be used to store.
- **CLERK** to instruct our contractor to clear the gutters at the Surgery, Scout Hut and Pre School.
- Cllr. Wickenden raised concern at the condition of a Conifer at the foot of New Road near the junction and bus shelter. Believes it is suffering from a fungal disease. **CLERK** to raise matter with the WDC tree warden.
- **CLLR. WICKENDEN** to please arrange a site visit with our contractor to inspect Fir Trees near Moon's Yard. This in response to concern raised by a nearby resident.
- Co-option. **DEPUTY CLERK** to please contact previous candidates regarding the vacancy to make them aware of it.
- Concerns had been raised by a recent application for planning permission. Applicants complained that they had not been made aware that the matter was being considered at a meeting of the Council's Planning and Building Committee; if they had been aware they would have wished to be present. Deputy Clerk to please draft response to advise that information on forthcoming planning committee meetings is published in our noticeboards and social media, and that it is also possible to subscribe to Wealden District Council to receive "online" alerts for applications.

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

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