



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 12th APRIL 2022 AT 19:30
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL TN6 3LX**

COUNCILLORS PRESENT

Cllr L Buck (Chair)

Cllr J. Kitchenham

Cllr A. Martin

Cllr R. Harris

Cllr L Henrick

Cllr J. Richardson

Cllr P Beach

Cllr N. Wickenden

COUNCILLORS ABSENT

Cllr D Hiles

ALSO PRESENT

Adam Hardy (Parish Clerk)

1. TO RECEIVE THE FOLLOWING: -

a) Public Forum

None

b) Apologies for absence (LGA 1972 s85).

Apologies had been received from: Cllr J Cahan & Cllr G Watson-Smith.

It was **RESOLVED** that the reasons for these absences be approved.

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

None

The Committee Chair reminded the Councillors present that they should declare an interest at any point of the meeting if they became aware of one in connection with an item being discussed. Councillors who are receiving payment for work undertaken on behalf of the Council are reminded to declare a personal and pecuniary interest.

d) To resolve that the Minutes of the meeting of this Committee held on 18th January 2022 be taken as read, confirmed as a correct record, and signed by the Chair.

The committee was unable to approve the minutes as several amendments were required. **Clerk** to make agreed amendments and present for signing at the next meeting of this committee.

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

- Clerk reported that fencing work to the Bowls Club has not been completed.

Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU

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- Clerk reported that the Tree Works at Moons Yard had been completed.
- Clerk reported that the audit of the Parish Cemetery was now complete and all pre-purchased plots had been marked on a map.
- Cllr Harris & Cllr Martin had investigated placing matting under the British Legion Bench at Court Meadow Green. It was agreed that it was not suitable and that siting the bench on a base would not be pursued.
- Cllr Harris & Cllr Martin reported that improving the surface under the swings in the playground was in hand.
- Clerk reported that grave markers for the cemetery had been purchased and were now at the cemetery ready for use.
- Cllr Martin reported that the “no dog” signs for the recreation ground had been installed but unfortunately contained a spelling error. It was agreed that David Peacock would be approached to see if they could be corrected. **Cllr Harris** to deliver the signs to David Peacock for correction.
- Cllr Harris reported that the fire inspection of the Scout Hut had taken place and that he had met with the scouts to go through the lease and agreed actions that the group would take.

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

The committee noted the workplan and completed actions.

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

The committee noted the financial reports for the committee. Due to corrections needed to the ledger for reconciliation, gravedigging costs recovered did not match expenditure. Clerk explained that this was due to costs being allocated to incorrect cost centres before he took over as Responsible Finance Officer.

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) Receive report regarding issues with waste collections from the commercial waste bins in the Village Hall car park and review current arrangements.

Cllr Beach reported that he had successfully met with Direct365 and the Biffa drivers now have updated instructions which include the barrier code and the car park works had enabled easier access for emptying.

b) Discuss request from the MUGA Working Party for a budget to be put in place to provide detailed plans for submission to Wealden District Council.

A proposal for producing detailed plans of the MUGA project had been circulated to councillors ahead of the meeting.

It was agreed that in order to move the project forward detailed plans in the form of a feasibility study would be required. Councillors had concerns about the spoil that would be generated from the project. It was suggested that two options should be explored one where the spoil is kept on site and landscaped and the other where the spoil was removed from site.

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It was **RESOLVED** to commission Chris Aylward of CPA Designs to produce the plans but to take in consideration two options one including spoil relocation on site and one with removal of spoil offsite. A budget of £600.00 was agreed. **Clerk** to commission CPA Design to proceed with drafting of plans.

3. ROTHERFIELD PARISH CEMETERY AND OLD BURIAL GROUND

a) Review and agree burial ground rules, guidelines, and fees for 2022-23

The current burial fees had been circulated to the committee ahead of the meeting.

It was **RESOLVED** to increase the Memorial Plaque Fee to £75.00 for parishioners and £200.00 for those outside of the parish.

It was **RESOLVED** to introduce a regulation banning plastic flowers on grave plots as these are harmful to the wildlife and environment of the cemetery.

b) Review volunteer actions, tasks and aims in the Old Burial Ground.

Cllr Buck reported that a meeting had taken place with Cllrs Harris & Beach and Mr Kevin Crook of the Powder Mill Trust. The next step is to meet with James Valentine and produce a plan on how to proceed with maintenance of the Old Burial Ground. This plan would be put to council before being given to the volunteers. **Cllr Buck** to arrange a meeting with James Valentine. **Cllrs Harris & Beach** to create a maintenance plan for council consideration.

Cllr Buck asked if a rota could be drawn up for councillors to attend the volunteer group on a Friday evening every fortnight. Cllr Beach & Cllr Harris agreed to be on a rota.

c) Consider fencing repairs to 26 Court Meadow border with Old Burial Ground.

Cllr Harris reported that he had met with the resident at 26 Court Meadow and looked at the fencing repair and remaining existing fence. The issue appears to be the soil underneath the existing fence is disappearing into the Old Burial Ground.

It was agreed that the council would ask James Valentine to make repairs below the fence to stop soil falling into the burial ground. The council will agree to fund half of this work if the resident funds the other. **Cllr Harris** to approach resident with the council's offer.

d) Discuss and consider options for emptying spoil bins at the Parish Cemetery.

It was **RESOLVED** that the time was right to now ask our contractor to empty the spoil bins at the cemetery. The sandstone will be delivered to Highgate Nursery. **Cllr Martin** to approach our contractor and agree a date for work to be completed.

4. DISCUSS REPLACEMENT BENCH FOR MARK CROSS MILLENIUM GREEN

It was **RESOLVED** to purchase a new picnic bench for Mark Cross Millennium Green and include a Platinum Jubilee Plaque. A budget of £600.00 was agreed to. **Cllr Martin** to research different bench options and report back to council. **Clerk** to contact Mark Cross Community Centre and agree wording for the plaque.

5. RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE

Tuesday 5th July 2022 at 19:30 in the Parish Council Room, Rotherfield Village Hall.

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

- Clerk reported that there had been some recent vandalism in the Recreation Ground and Sports Club. **Cllr Martin** will review the CCTV footage and report

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back to council.

- Clerk reported that the 19th April meeting will now be a Full Council meeting to discuss the revision to the Rotherfield Surgery Lease.
- Cllr Buck reported that she had provided an update to the Rotherfield Trust on the council's plans to explore the feasibility of a MUGA at the Recreation Ground. If the council agreed to proceed then an official approach to the Rotherfield Trust for funding would be considered.
- Cllr Richardson reported that the dog sign on Court Meadow Green needed replacing. **Clerk** to investigate.
- Clerk reported that he had been informed by Wealden District Council of a possible two-week bin strike starting 25th April 2022.

The meeting concluded at: **20:50**

..... **Committee Chair**.....**Date**