

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

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 28TH SEPTEMBER 2023 AT 19:30 IN THE PARISH COUNCIL ROOM AT ROTHERFIELD VILLAGE HALL

PRESENT

Cllr P Kember

Cllr D Hiles

Cllr J Kitchenham

Cllr R Harris (Chair)

Cllr L Buck

Cllr P Turner

Cllr C Southern

Cllr J Richardson

COUNCILLORS ABSENT

None

ALSO PRESENT

Adam Hardy (Parish Clerk & RFO), Trevor Thorpe (Deputy Clerk)

Cllr B Standley (East Sussex County Council), Cllr M Lunn (Wealden District Council), & two members of the public.

1. RECEIVE A PRESENTATION FROM DR STEPHEN HALL REGARDING WATER CONDITIONS AND TESTING IN THE PARISH.

Slide 1:

ROTHERFIELD PARISH COUNCIL SEWAGE UPDATE

POLLUTION AND PREVENTION

Stephen Hall 28TH September 2023

Slide 2:

2022 Pollution

	NUMBER OF DISCHARGES	HOURS OF DISCHARGE
REDGATE MILL STORM	3	2
REDGATE MILL SETTLED STORM	50	531

Slide 3:

2022 Pollution

	NUMBER OF DISHARGES	HOURS OF DISCHARGE
TOWN ROW CSO 2	6	15
TOWN ROW CSO 1	36	304

Slide 4:



Slide 5:



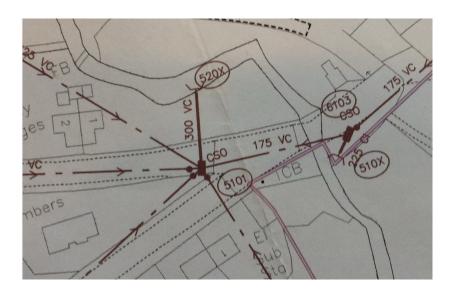
Slide 6:



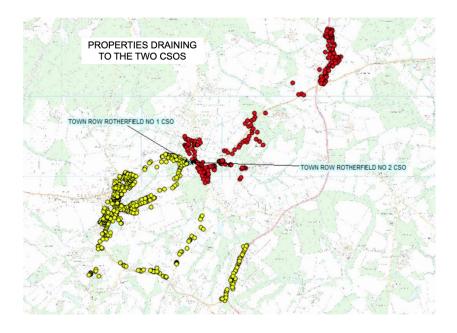
Slide 7:



Slide 8:



Slide 9:



Slide 10:

THE PROBLEMS

- UNDERINVESTMENT
- TOO MUCH SEWAGE
- TOO MUCH RAIN WATER

Slide 11:

THE SOLUTIONS

• UNDERINVESTMENT national political

1

TOO MUCH SEWAGE district planning

TOO MUCH RAIN WATER parish

Slide 12:

REDUCING RAIN RUN OFF

- WATER BUTT
- RAIN GARDEN

Slide 13:

WATER BUTT

- · Roof water diverted to water butt
- WINTER (October to April) drain tap left half open
- SUMMER (April to October) drain tap closed
- · Overflow water returns to sewer
- · or directed to rain garden
- · (secondary gain of water for wc flushing re REACT)

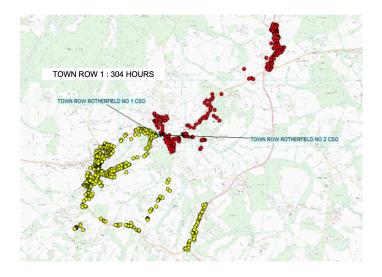
RAIN GARDEN

- Roof water diverted to a semi permeable garden feature
- Fills during rain and soaks away slowly either fully or partially
- <u>ie</u> Roof water is permanently diverted away from sewer

Slide 15:



Slide 16:



THE WAY FORWARD

(Focus on Town Row CSO 1)

1.Engage with Southern Water

Technical details of sewage infrastructure and possible outcome measures Establish their interest in funding water butts

2. Engage with householders

Slide 18:

THE WAY FORWARD

ENGAGE WITH SOUTHERN WATER

Non committal to date

SW DWWMP MAY 2023

Redgate Mill Crowborough TOWN ROW ROTHERFIELD NO 1 CSO Reduce the number of storm discharges from TOWN ROW ROTHERFIELD NO 1 CSO by a combination of SuDS and storage options £2,145K AMP10

Slide 19:

THE WAY FORWARD

ENGAGE WITH HOUSEHOLDERS

 Water butt survey and scheme objectives (Being developed by O'Doherty and Hall)

A ROLE FOR ROTHERFIELD PARISH COUNCIL?

- 1. Endorse the objectives of the outline plan
- 2. <u>Write</u> to Southern Water stating the above and seeking formal engagement
- 3. <u>Publicise</u> the scheme in due course if a definitive plan can be agreed

It was **AGREED** that the Council wished to support this initiative and that further discussion was required on how we can best move this forward. **Clerk** to add an item to the October Parish Council Meeting agenda for further discussion.

2. TO RECEIVE THE FOLLOWING: -

a) Public forum.

One member of the public asked the East Sussex County Councillor when and who made the decision to do away with priority routes on footpaths; historically the East Sussex Rights of Way team would help to maintain the hardware on these routes. The member of public had only been informed when trying to arrange repairs to to a stile on a footpath across their land. Cllr Standley agreed to find out and report back to the Council and the member of public in attendance.

b) Apologies for absence (LGA 1972 s 85).

Apologies for absence were received from: Cllr B Johnstone, Cllr A Martin

It was **RESOLVED** that their reasons be accepted.

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

None

- d) District and County Councillor reports.
 - ☐ Cllr B Standley (East Sussex County Council)

A report had been circulated to Councillors ahead of the meeting.

Cllr Standley reported that budgets are very tight and they are predicted to be £15M over budget at the end of the year. However, through mitigation, the Council will balance out at the end of the year.

Cllr Standley reported that he continues to lobby hard for road conditions across the area to be improved.

		Cllr M Lunn (Wealden District Council)
		A report had been circulated to Councillors ahead of the meeting.
		Cllr Lunn reported that Wealden District Council are seeking King's Counsel advice on whether it would be possible to refuse or recommend refusal on a planning application on the grounds of water or sewage issues and concerns. Once advice has been given he will provide a further update. Depending on the outcome, the Council would have to consider what it would do with regard to its recent motions on water and sewage.
		Cllr Lunn encouraged the Council and individual Councillors to make a response to the AONB High Weald Consultation.
e)	Minut record	tes of the Parish Council meeting held on 31 st August 2023 for approval as a true d.
	It was	RESOLVED that these were a true record of the meeting and signed by the Chair.
f)	Clerk'	s update on action items from previous meetings.
		Clerk confirmed that the storage contact with Xtraspace had been ended and the direct debit cancelled.
		Clerk confirmed that the new CCTV Policy had been uploaded to the website.
		Clerk updated the Council that he had not yet set up a meeting with Eridge residents regarding the A26.
		Clerk reported that he had set up a WhatsApp group for Councillors.

Cllr Buck asked why the Support with Confidence scheme had been stopped. Cllr Standley

agreed to find out more and report back. Clir Standley to report back to Council.

3. TO RECEIVE AND APPROVE BANK RECONCILIATION AS AT END OF AUGUST 2023, REVIEW EXPENDITURE AGAINST BUDGET TO DATE AND NOTE OR AUTHORISE PAYMENTS.

regarding the hedge adjacent to the St Cheron Twitten.

☐ Clerk confirmed that Cllr Harris and himself had spoken to the owner of the Manor House

☐ Clerk confirmed that the Court Meadow Close resident adjacent to the footpath had been

i Budget, other financial reports, and actions arising

written to.

The bank reconciliation up until the 31st August 2023 was presented for all of the Council's bank accounts.

It was **RESOLVED** that the budget was correct and accepted by the Council as the correct position of the Council's accounts.

Councillors enquired if there was going to be a further CIL payment in this financial year. **Clerk** to enquire with Wealden District Council.

ii Approval of payments.

It was **RESOLVED** to approve the following payments:

PAYMENTS & RECEIPTS FOR SEPTEMBER 2023 to be added to Rialtas All payments from Unity Trust account by online payment unless otherwise stated Regular Payments

Regular Layments					
Invoice/payer details	Ledger code	Cost centre code	Ledger entry description - Max 30 characters	Amount - VAT included where applicable	
Rotherfield Sports Club	4340	302	Grounds Maintenance	£368.75	
BT Business Broadband	4409	302	CCTV Broadband	£47.10	
Cloudy Group Ltd	4110	101	Rialtas Hosting	£76.56	
Veolia	4391	303	Village Hall Bin	£73.20	
Phil Ireland	4252	203	Street Sweeping	£325.34	
Phil Ireland	4364	302	Litter Picking	£162.66	
Rotherfield Village Hall	4125	101	Hall Hire Invoice 4117	£33.60	
Tollwood Garden Services	4389	302	Court Meadow Green (1)	£35.00	
Tollwood Garden Services Tollwood Garden Services	4341	302	Children's Play Area (1)	£46.50	
Tollwood Garden Services Tollwood Garden Services	4380	303	Old Burial Ground (1)	£329.00	
Tollwood Garden Services Tollwood Garden Services	4250	203	St Cheron Twitten	£200.00	
Tollwood Garden Services Tollwood Garden Services	4251	203	Highways (1)	£200.00 £23.50	
Tollwood Garden Services Tollwood Garden Services	4341	303		£118.00	
Tollwood Garden Services Tollwood Garden Services	4341	303	Village Hall and Recreation Ground (1)	£333.50	
Tollwood Garden Services Tollwood Garden Services			Village Hall and Recreation Ground (2)		
Tollwood Garden Services Tollwood Garden Services	4341	303	Village Hall and Recreation Ground (3)	£199.50	
	4389 4389	302	Court Meadow Green (2)	£35.00	
Tollwood Garden Services		302	Court Meadow Green (3)	£170.00	
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (1)	£58.50	
Tollwood Garden Services	4257	203	Highways (2)	£377.50	
Tollwood Garden Services	4389	302	Court Meadow Green (4)	£35.00	
Tollwood Garden Services	4341	303	Children's Play Area (2)	£46.50	
Tollwood Garden Services	4380	303	Old Burial Ground (2)	£20.00	
Tollwood Garden Services	4341	303	Village Hall and Recreation Ground (4)	£294.00	
Tollwood Garden Services	4389	302	Court Meadow Green (5)	£35.00	
Tollwood Garden Services	4341	303	Village Hall and Recreation Ground (5)	£317.00	
Tollwood Garden Services	4257	203	Highways (3)	£264.50	
Tollwood Garden Services	4255	203	Old Railway Bridge	£46.50	
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (2)	£58.50	
Tollwood Garden Services	4380	303	Old Burial Ground (3)	£329.00	
Tollwood Garden Services	4389	302	Court Meadow Green (6)	£35.00	
			Total	£4,494.21	
	Ot	ther Pay	yments		
Wealden District Council	4256	203	Dog Bin Emptying Jul-Sep 2023	£495.00	
Wealden District Council	4363	302	Dog Bin Emptying Jul-Sep 2023	£165.00	
William J Clark	4341	302	Recreation ground grass bin works	£1,526.40	
William J Clark	4381	303	Hornshurst Cemetery soil bin works.	£1,610.40	
William J Clark	4257	203	Verge Mowing	£300.00	
SE Surveying	4113	101	Rotherfield Memorial Institute Survey	£2,607.00	
TN6 Electrical	4110	101	New Monitor for Clerk	£225.00	
ctp Consulting Engineers	4380	303	Cemetery Inspection Hornshurst	£1,170.00	
			Cemetery Inspection Old Burial		
ctp Consulting Engineers	4381	303	Ground	£1,170.00	
TN6 Electrical	4110	101	Internet, Router and DVR Repairs	£120.00	
Adam Hardy	4110	101	Land Register Search (Kings Arms)	£6.00	
MW Turfcare	4343	302	Pitch Maintenance	£1,192.80	

Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU Tel: 07969512099. Email: Clerk@rotherfieldparishcouncil.co.uk

Parish Council Website: www.rotherfieldparishcouncil.co.uk Twitter @rotherfieldpc and on Facebook

Adam Hardy NFP Workshops National Association of Local Councils National Association of Local Councils HR Consultant Wealden District Association of Local	4110 4105 4105 4105 4120 4120	101 101 101 101 101	Land Register Search (Millennium Green) Employment Training Empowering Young Voices in Your Community X2 Making The Planning System Work for Local Councils HR Consultancy (July - September 2023) Annual Subscription	£6.00 £95.00 £104.08 £52.04 £358.00
Council	4120	101	Allitual Subscription	232.00
			Total	£11 23/ 72
		Cost	Total	£11,234.72
Surgery payments	Ledger code	Cost centre code	Total Ledger entry description - Max 30 characters	£11,234.72 Amount
Sussex Primary Care	code 4399	centre code 305	Ledger entry description - Max 30 characters Surgery Costs	Amount £629.08
	code	centre code	Ledger entry description - Max 30 characters	Amount
Sussex Primary Care	code 4399	centre code 305	Ledger entry description - Max 30 characters Surgery Costs	Amount £629.08

iii Note spending and justification of any payments agreed under delegated powers.

☐ Clerk reported that spending of £355.20 had taken place as an urgent health & safety matter for the cesspit system at the Pre-School. This was approved by Cllr Turner & Cllr Harris.

4. RECEIVE REPORTS, UPDATES & RECOMMENDATIONS REGARDING PERSONNEL

It was **RESOLVED** under Schedule 12 of the Local Gov Act 1972 to exclude the public and press whilst Councillors deliberated.

The Councillors noted the report from the Councillors with responsibility for personnel.

The press and public returned to the meeting.

5. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS.

i. Receive and discuss correspondence from Rotherfield Millennium Green Trust

Clerk shared correspondence from the Trustees of the Rotherfield Millennium Green regarding the installation of the new accessible gate at the end of the Twitten footpath.

It was **RESOLVED** that we would arrange for our contractor to build up the bank with soil and grass seed so it was no longer a trip hazard. **Clerk** to organise contractor to undertake the work.

ii. Consider a motion to declare a Climate Emergency and agree associated actions.

Documents and reports related to this item had been circulated to Councillors ahead of the meeting.

One member of the public was permitted to address the Council and asked the Council not to declare a Climate Emergency. The Parish Council has already achieved high environmental sustainability.

After much discussion, it was **RESOLVED** that the Council acknowledge the environmental concerns effecting the Parish. The Council will explore sustainable solutions for our parish and discuss and agenda items for future discussions at Council and Committee meetings.

Cllr Turner confirmed that once REACT was set up he would be willing to lead on this matter.

iii. Receive and consider quotations for Hornshurst Burial Ground Fencing

Documents related to this item had been circulated to Councillors ahead of the meeting.

It was decided that a more detailed quote was required from one party and a further quote sought if possible. **Deputy Clerk** to ask for a more detailed quotation from Geoff Burridge Fencing. **Clerk** to obtain a further quotation. **Clerk** to add item to the October Parish Council Meeting agenda for decision.

iv. Discuss and resolve the inclusion of three extra Christmas Trees and lights to go on the front of Rotherfield Memorial Institute and to run the power from this building.

Documents related to this item had been circulated to Councillors ahead of the meeting.

It was **RESOLVED** to proceed with the additional trees and to run the power from the Rotherfield Memorial Institute. Two additional trees will be on the Rotherfield Memorial Institute and one on Rotherfield Stores. **DEPUTY CLERK** to confirm with Ultralite. **Clerk** to arrange for quotations for the installation of an external socket and timer.

v. Consider Grant Application from Rotherfield Primary School

Documents related to this item had been circulated to Councillors ahead of the meeting.

It was **RESOLVED** to make a Grant of £2,000.00 towards the cost of the Residential Trip for Year 6 Children.

Clerk to write to the school confirming grant. Councillor wished it to be noted that whilst it has been possible to make this grant this year, the increase in Council services means it may not always be possible.

It was **AGREED** that Mark Cross School would be approached to see if they would like any support as well. **Clir Fryatt** to make contact.

vi. Consider and adopt the Rotherfield Parish Emergency Action Plan.

Documents related to this item had been circulated to Councillors ahead of the meeting.

Cllr Kember wished it recorded that he thought the plan was an excellent document and thanked all those who had been involved in its development.

It was **RESOLVED** to adopt the Rotherfield Parish Emergency Action Plan. **Clir Turner & Clerk** to report back to the REACT group.

vii. Consider a candidate to be awarded an Honorary Freedom of the Parish.

The Chair presented the criteria for the award to the Council.

It was **RESOLVED** to award the Honorary Freedom of the Parish to the candidate.

Clerk to arrange for the scroll to be drawn up. **Cllr Richardson** will present the award on behalf of the Chair.

6. TO NOTE MINUTES OF COMMITTEES PUBLISHED SINCE THE PREVIOUS COUNCIL MEETING.

29 th August 2023	Planning & Building Committee
19 th September 2023	Planning & Building Committee

7. TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.

a) Meetings attended on behalf of the Parish Council.

Cllr Turner reported that he had attended the Sports Club meeting and their AGM. He
reported that the Bowls Club may need some support with their netting.
Cllr Turner reported that he had attended a REACT meeting and updates had been
circulated.
Cllr Fryatt reported that he had attended a Wealdlink meeting. The Flexibus service is only
funded until April 2025. They would appreciate the Council's support in promoting the
service.
Clerk attended the Village Hall Management Committee meeting.

b) Clerk's updates and issues.

		are under way and the Clerk will keep Councillors updated. Clerk wished to remind Councillors that whilst the Parish Council supported the fibre optic to the door project in the Parish it was not responsible for it. The Clerk had been contacted by a parishioner complaining about the delay in connection despite considerable work across the Parish and surrounding areas. Clerk asked if the lock could now be cut off the Scout Hut water meter cupboard as the combination has been lost. Clir Harris will cut the lock off.
c) Iter	ns	for the next Parish Magazine column.
		Wealdlink/Flexibus Honorary Freedom of the Parish
TO RE	CEI	VE DETAILS OF INCOMING CORRESPONDENCE.
		An email had been received from a parishioner regretting the Planning & Building Committee's decision not to remind residents, through the Parish Newsletter, of the Article 4/2 Direction for properties in the Rotherfield Conservation area. The Planning & Building Committee, under advice, agreed it was the responsibility of the Planning Officer to inform residents and not the Parish Council. However, the resident feels that as it was the Parish Council in 2006 that asked for the Direction to be implemented and the Council should be reinforcing it.
		The Clerk advised Councillors that there had been many changes in the planning process and policy since 2006 and it was not the job of a consultee, such as the Parish Council, to remind residents of the Article 4/2 Direction in place within the Conservation Area. The Clerk also advised Councillors to be mindful of recent applications where the Council had recommended approval against the advice of the Conservation Officer. The Council is democratically elected and approaches to planning will change as Councillors change.
		In addition to the above the Clerk reminded Councillors that Wealden are in the process of drawing up new Conservation Zones for Rotherfield Parish.
		It was AGREED to support the Committee's decision that it was the responsibility of Wealden District Council Planning Officers to inform about the Article 4/2 Direction. Clerk to write to the resident concerned.
		Clerk reported that a complaint had been received regarding a Parish Council inconsiderate parking notice being placed on a workman's van parked in New Road. They wished the Clerk to inform the Council that they felt the note was unnecessary and that no licence was required for him to park there when carrying out his trade. Cllr Kember reported that he

8.

☐ Clerk reported that there is an ongoing issue with the cesspit system at the Pre-School. The tank has now been emptied but the electrics keep cutting out. Further investigations

had seen the driver parking the vehicle there overnight and being collected by another car returning the following morning.

9. TO RECEIVE INSPECTION BOOK & REPORTS.

The fo	ollowing inspection repor	ts have been received and shared with the Chair:
	□ 27 th September 2023	Recreation Ground Inspection Report Playground Inspection Report Hornshurst Burial Ground Inspection
10.TO RI	ECEIVE DATES FOR FOR	THCOMING MEETINGS.
	10 th October	Planning & Building Committee
	17 th October	Highways, Lighting & Transport Committee.
	19 th October	Rotherfield Memorial Institute Management Committee –
		Rotherfield Memorial Institute – 4:30pm
	26 th October	Parish Council Meeting
	31st October	Planning & Building Committee
	31 st October	Community Engagement Committee
		AND ISSUES NOTIFIED TO THE CLERK IN ADVANCE OF THE ON, FURTHER ACTION OR FOR FUTURE AGENDA.
		ee Warden could visit the St Cheron Twitten and look at a tree which II. Cllr Harris, Cllr Johnstone or Deputy Clerk to investigate and
	Cllr Harris reported that Dogs on the Recreation	t he had asked the Clerk to write a strongly worded note regarding Ground.
	•	received correspondence via Cllr Martin about whether the lower so could now be cut by our contractor. It was AGREED to proceed with form contractor.
		that he had attended the Crowborough Community Safety Action circulate the minutes and documents to Councillors as soon as they
Chair	declared the meeting clo	sed at: 21:28
		Date