



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

MINUTES OF THE MEETING OF THE COMMUNITY & EVENTS COMMITTEE HELD ON TUESDAY 8TH OCTOBER 2024 AT 20:00 IN THE PARISH COUNCIL ROOM AT ROTHERFIELD VILLAGE HALL

PRESENT

Cllr J Richardson (Chair)
Cllr B Johnstone (Vice-Chair)

Cllr R Harris
Cllr P Beach

Cllr J Gosney

COUNCILLORS ABSENT

None.

ALSO PRESENT

Adam Hardy (Parish Clerk & RFO)

1. TO RECEIVE THE FOLLOWING: -

a) Public Forum:

None.

b) Apologies for absence (LGA 1972 s85):

None.

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

None.

d) Receive committee financial report and agree any actions arising.

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

The budget report was **NOTED** by the Committee.

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

i. Discuss and resolve date for the Annual Parish Assembly 2025.

It was **RESOLVED** that the Annual Parish Assembly would take place on Saturday 17th May 2025 at Rotherfield Village Hall. **Clerk** to make booking.

It was agreed that the event would follow a similar format to last year and that groups and organisations would be invited to attend. The Chair asked that all groups who had received grants from the Parish Council be asked to attend.

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](https://twitter.com/rotherfieldpc) and on **Facebook**

It was suggested that the choirs from both schools might be encouraged to attend and perform at the event. **Cllr B Johnstone** to approach the schools.

ii. Discuss and agree arrangements for the December Parish Newsletter.

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

The Clerk reported that he had begun the preparations for the December Parish Newsletter. An article deadline of the 8th November is requested. The Clerk requested that we include a section in the newsletter for residents to receive the newsletter and other parish information by email with the creation of an email database. It was **AGREED** that this would be a good idea.

The Chair would like to include a questionnaire on how residents of the Parish would like to hear from the Council. It was **AGREED** this would be included.

Suggestions for content included the following:

- Council Chair's Message
- Emily Craig Olympic Event
- Rotherfield Carnival
- Mock Council Meeting with Parish Schools
- Flooding
- REACT
- Rotherfield Memorial Institute update
- Mark Cross Community Centre update
- VE Day 80th Celebration Sneak Peak
- New Speed Indication Device

Cllr Richardson & the Clerk to produce the newsletter and request articles from other members.

It has been agreed that flyers from the Rotherfield Scout Group and Rotherfield Surgery would be included.

iii. Discuss and agree arrangements for future Parish Newsletters

The Chair and Clerk proposed a trial of four newsletters in 2025. It is hoped that this will help keep residents engaged in what the Council is doing within the Parish. With the addition of an email mailing list, the cost of printing and postage will be heavily reduced.

It was **RESOLVED** that four Newsletters would be sent out in 2025.

iv. Discuss options for marking Railway 200 at Eridge Station.

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

The Council will investigate what other events are planned at Eridge Station for this event. **Cllr Beach** to speak with Spa Valley Railway and report back. **Cllr Harris** to speak with David Peacock to see if he has further information on the line. **Clerk** to ask **Cllr Fryatt** to ask Sharon from SCRP at Eridge Station to provide regular updates.

The Council has also arranged for the donation of a flagpole to the Station. **Clerk** to raise with the station regarding permission for installation.

v. Discuss options for marking the 80th Anniversary of VE Day – 8th May 2025.

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

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](https://twitter.com/rotherfieldpc) and on **Facebook**

It was proposed that the majority of events to mark VE DAY 80 should take place on one day. The following schedule was proposed:

Thursday 8th May 2025 – in line with the rest of the nation.

9:00am – VE Day 80th Flag to be flown across the Parish.

9:30pm – Beacon Lighting and Fireworks on the Recreation Ground.

Sunday 11th May 2025

11:00am – VE Day 80th Thanksgiving Service at St Denys' Church Rotherfield

12:30pm – Celebration picnic event on Court Meadow Green at St Denys' Churchyard.

Clerk to book the Fireworks display and liaise with Rotherfield Sports Club.

The Clerk proposes a small working party consisting of interested groups and societies is formed to finalise the details for the day and report back to this Committee. **Clerk** to contact groups and arrange a meeting.

vi. To receive update on the Rotherfield Parish Council Mock Parish Council Meeting.

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

The meeting will take place on Friday 8th November at 1:30pm. The Clerk confirmed that the agenda had been sent to the School and he would circulate to Councillors shortly. The Children have been asked to come up with questions to ask the Councillors ahead of the meeting. Councillors asked that these questions be varied and not just highways matters of parking and pot holes. **Clerk** will speak with Mrs Kent and ask that questions cover all areas of the Council's responsibility.

Cllr Gosney suggested that it would be good for the children to get a better understanding of the how the Council approached planning matters. It was felt that getting them to consider a fictional planning application would not work but it could be raised under the Chair's input and as part of the children's questions.

3. TO RECEIVE NOTICE OF THE DATE OF THE NEXT MEETING OF THIS COMMITTEE.

- Tuesday 3rd December 2024 – in the Parish Council Room at Rotherfield Village Hall.

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

- Cllr Harris asked for an update on the Christmas Lights. The Clerk confirmed that all was in hand and that permission slips would go out in the last week of October. Ultralite is meeting with John Walters to test the lights, etc. **Clerk** to monitor permission slip returns.

Meeting ended at: **21:08**

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

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](https://twitter.com/rotherfieldpc) and on **Facebook**