

WESTFIELD PARISH COUNCIL

Ref: **C17-07** Minutes of Council meeting held in the Parish Hall on 5th July 2017 at 7:00pm

Present: *Councillors* M Edwards (ME) Chairman, R Bowe (RB), J Downing (JD), S Green (SG), M Horley (MH), M McNamara (MM), P Stapley (PS), M Stratford (MS) J Woodhead (JW), K Darbyshire (KD) (Parish Clerk), Councillor C Maynard (CM) and 6 members of the public.

1. Apologies for absence.

Apologies were received from Councillors H Monro and J Johnson, and accepted by those present.

2. Disclosure of interests under the Council's Code of Conduct.

There were no disclosures of interest. Councillors were asked in advance of the meeting to ensure their Register of Interests published on the Rother District Council (RDC) website were up to date. The only Councillor's register that needed updating was that of PS, which the Clerk will forward onto RDC.

3. Questions from Members of the Public on matters on the agenda

A resident opined that it was a mistake for the Council to move the venue for meetings to the Parish Hall. During winter months the visibility is poor and the path through the graveyard gets slippery. ME acknowledged the comment and advised that the venue will be reviewed in the new year.

4. Minutes of the Planning and Council Meetings held on the 7th June were approved and signed by the Chairman.

RB asked about the Clerk's report from the previous month, in which KD had stated that the expenditure figure published in the Annual Report was incorrect. KD advised that the figures have been corrected and published on the village website. The figures submitted on the Annual Return were correct.

5. Cricket Club

5.1 WCPWP – Ian Taylor (IT) provided an update

5.2 Architect – IT provided details of three quotes (two written and one verbal) received from architects to draw up Building Regulation plans. Council discussed the quotes and **resolved** to send a letter of intent to Pete Holland of Elm Architectural Services, a local company who worked on the recent Ninfield pavilion. Once grants have been secured to cover the full cost, an official order can be placed by Council.

IT reminded Council that CricketFest would be taking place at the Cricket Ground on 8th July, and that everyone is welcome.

6. Recreation facilities Parish Field

MS opined that the play equipment on the Parish Field is very poor, with only two swings left. There is a lack of play equipment in the village for older children, and MS suggested that the addition of outdoor gym equipment would be a good way of promoting exercise in the village and discouraging acts of vandalism. In light of the delay to the Westfield Down project it was suggested that some of the earmarked reserves, for the recreation facilities on the WD, could be used to improve the facilities on the Parish Field. Council was supportive of the idea, although some concerns about vandalism were expressed. Council **resolved** to ask KD to research equipment and contact Adrian Gaylon, RDC Sports Development Officer, about the possibility of securing funding for the project.

7. Poppy display

Council discussed ideas for a poppy display in 2018, commemorating 100 years since the end of WW1. MS suggested that Council could ask all the groups in the village to make poppies to be displayed, most probably near the trees on Churchfield. Council **resolved** to organise collecting the poppies and putting a group of volunteers together to display the poppies. KD was asked to write a letter to the various groups, put together some ideas on a Pinterest board, and provide information in the next newsletter, on the FaceBook page and website. MH advised he has a copy from the London display that he could show people for ideas.

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Reports

8. District and County Councillor's report

Councillor Maynard informed Council that the inquest into the deaths at Camber Sands last summer had taken place last Friday. The Coroner's verdict was 'death by misadventure'. There has been some negative press around the issue, but this has been dealt with robustly by RDC. There was no evidence to suggest that having lifeguards on duty that day would have prevented the deaths. Visitors need to be educated on the dangers before arriving at the beach. JW asked CM if there was an update on plans for the Moorhurst site. CM advised there has been no further development yet, but some residents of Greenacres have raised concerns about the proposed green corridor behind their properties.

9. Clerk's report

KD was asked for an update on the Arboricultural survey. KD advised that apart from the trees around the Cricket Ground, the survey has been completed, but yet to receive the report. MS advised that one of the cherry trees on Churchfield, which was planted by the Parish Council, looks as though it has died. KD will forward the report to Council so that it can be reviewed by full Council.

KD advised that idVerde have been granted permission from East Sussex Highways to carry out an additional urban grass cut. The next grass cut is scheduled for around the 17th July, and then not until at least 1st September. KD suggested an additional grass cut for the 1st/2nd week in August and Council **resolved** to instruct idVerde accordingly.

KD advised that she had received a very positive response from Secamb about trying to recruit a First Responder for Westfield. KD will continue to liaise with them to move things forward, and possibly invite Secamb to come to a Council meeting to provide more information.

10. Chairman of Trustees report

MH opined that the WCA summer fete had been a great success. The Trustees need to have another meeting with the Football Club to discuss the renewal of the license, which is now overdue.

11. Chairman of the Council and other member's reports

Michael Horley advised that Hamish Monro had met with Toby Walsh and his mother at the War Memorial. It was suggested that small posts be put up with chain link connecting them. This will deter vehicles from parking around the memorial, but still allow access for pedestrians and lawnmower. Council agreed this was a good idea and asked KD to liaise with Toby Walsh.

Min Stratford asked about the possibility of having a sign at the bottom of Moor Lane warning drivers of school children, following a couple of recent near misses. RB opined that a flashing sign warning drivers to slow down could be used. KD was asked to put something in the next newsletter and Council asked KD to contact Highways about the possibility of a sign.

Martin McNamara has been in contact with John Barnett and he is hoping to attend the next WCA meeting.

12. Playground Reports

12.1 RoSPA reports – Council will review the reports at their annual village walkabout which Council **resolved** to set for Monday 24th July at 6pm.

12.2 Paul Masters' report – the report was noted and KD advised that the replacement parts for the Dinosaur springer at the Churchfield play area are on order.

13. Policy review

13.1 Freedom of Information Policy – Council **resolved** to adopt the policy

13.2 Personnel Policy - Council **resolved** to adopt the policy

14. Personnel

14.1 The Chairman asked all members of the public and the Clerk to leave the meeting room whilst Councillors considered the personnel working group's recommendation on the Clerk's

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annual pay review. Council **resolved** to accept the recommendations of the personnel working party in full. Everyone was then welcomed back to the meeting.

15. Financial

15.1 Monthly reports. Council noted the monthly reports.

15.2 Council approved the attached schedule of payments and receipts

16. Dates of forthcoming meetings

16.1 2nd August 2017 – Planning and Council meeting in the Parish Hall from 6.30pm

The meeting closed at 8:15pm

Westfield Parish Council

Schedule of payments and receipts

5th July 2017

PAYMENTS				
Payee	Item	Cost £	Vat £	TOTAL £
K Darbyshire	Clerk's June salary	859.08		859.08
K Darbyshire	Mileage and expenses June	8.43		8.43
HMRC	PAYE & NIC Cont Apr/May/June	162.02		162.02
WCA	Dining hall hire Oct 16 to June 17	128.25		128.25
RBS Ltd	Alpha software 17-18	116.00	23.20	139.20
The New Inn	Refreshments for Parish Assembly	31.26	6.24	37.50
B Firman	Bus shelters litter collection June	40.00		40.00
P Masters	Playground reports May/June	36.00		36.00
Autela Payroll	Payroll & Pension Apr/May/June	38.40		38.40
Sally Sharp	Internal audit fee	75.00		75.00
Playdale Playgrounds Ltd	50% deposit orbit inclusive roundabout	3599.77	719.95	4319.72
Playsafety Ltd	Annual RoSPA reports	203.00	40.60	243.60
RECEIPTS				
Santander	June interest	4.59		4.59