

# WESTFIELD PARISH COUNCIL

Ref: **C17-10** Minutes of Council meeting held in the Community Dining Hall on 4<sup>th</sup> October 2017 at 7:00pm

**Present:** *Councillors* M Edwards (ME) Chairman, H Monro (HM) Vice Chairman, S Green (SG), M Horley (MH), M McNamara (MM), P Stapley (PS), M Stratford (MS), C Taylor (CT), J Woodhead (JW), K Darbyshire (KD) (Parish Clerk), Councillor C Maynard and 7 members of the public.

**1. Apologies for absence.**

Apologies were received from Councillors R Bowe, J Johnson and accepted by those present.

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

There were no disclosures of interest.

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

A resident asked for the noticeboard on Cottage Lane to be cleared.

**4. Minutes of the Planning and Council Meetings** held on the 13<sup>th</sup> September were approved and signed by the Chairman.

**5. Matters arising from the minutes**

None

**6. Co-option of Councillor**

The Chairman invited the two applicants to leave the room, and then invited each of them to give a short presentation about themselves, and what they felt they could bring to the role of Councillor. KD explained the voting process, which was carried out by a written vote. Both applicants were invited back to the meeting, and ME advised that Tim Hills had received the majority of votes, and invited Tim Hills (TH) to join the Council. Cllr Hills signed an acceptance of office form, which was countersigned by KD. ME thanked the other candidate for applying for the position.

**7. On-line booking for tennis courts**

MM gave an overview of the FASTcourts booking system. The initial annual subscription would be £50 for 50 members, with 2 months free. The subscription can be increased to 100 members at any time, at a cost of £125 p.a. Users will be sent a welcome e-mail and can unsubscribe at any time. Council **resolved** to start using the system in January 2018.

**8. Recreation facilities Parish Field**

MM advised that he and MS had met at Egerton Park in Bexhill at the weekend, to look at the outdoor gym equipment. The equipment was being used by lots of people of all ages. MM and MS identified 6 pieces of equipment that can be used for 3 or 4 exercise each, which would easily fit into the play area. The next stage is to invite a couple of suppliers to come and give a demonstration and idea of cost to Councillors.

**9. WW1 display**

Ruth Carter (RC) has been collating information about residents of Westfield during WWI, and has approached the Council about the possibility of displaying the information. Council discussed the idea, and agreed it would be a good idea for a display to coincide with the 100 year anniversary of the end of WW in November 2018. KD was asked to contact RC to discuss further.

**Reports**

**10. District and County Councillor's report**

CM gave an overview of the East Sussex Library consultation, which includes proposals to modernise the library system, close the Ore library and cease the mobile library service. To continue the mobile service considerable capital investment would be required, as the vehicle is towards the end of its life.

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JW asked for an update on the Moorhurst site. CM advised that there are currently two options being considered, a County Council run care home, or a retirement development to increase the housing stock.

## 11. Clerk's report

The report was noted. Council approved the use of weed killer on the safety surfaces around some of the play equipment. KD gave the following updates:

- Overgrown footpath on Westfield Lane has been reported to Highways Steward and works should be carried out within 2 weeks
- Drain on A28 by GP surgery has been repaired, but still blocks in any rain. KD has reported
- Overgrown footpath between A28 and Cottage Lane has been reported to ESCC who have added this to their work schedule
- Arrangements have been made to have the bench outside the Community Hall cleaned
- Following a successful FaceBook campaign asking for Community First Responders (CFRs), Adam Streather of 1066 Country CFRs, has spoken to five possible volunteers, and is hoping to train up two.
- The noticeboards on Main Road, Westfield and Kent Street are damaged. Main Road, the door on the right won't open. Council may wish to consider replacing them next year.

## 12. Chairman of Trustees report

There was no report, as the Trustees AGM will follow this meeting.

## 13. Chairman of the Council and other member's reports

**Martin McNamara** recently attended the Hall Management Committee meeting. He will be attending the WCA meeting in a fortnight.

**Michael Edwards** attended the SSALC Chairman's networking day earlier in the week. Speakers included the Chair of NALC and the Chief Constable of Sussex. It was a very engaging and informative training session.

## 14. Arboricultural Survey

The report was noted, including the recommendation to fell several trees around the Cricket Ground. Other minor remedial work is recommended. KD to get quotes and report back to Council.

## 15. Playground Reports

The report was noted

## Correspondence:

### 16. East Sussex Libraries Consultation

The proposed draft Libraries Strategic Commissioning Strategy was noted and Council made the following comment which will be submitted by KD:

The Parish Council regrets the proposed termination of the mobile library service, as it is likely to affect the most vulnerable in the community. However, Council would welcome alternative suggestions from East Sussex Libraries, which could include donating books to the Community Hub book club.

Residents are encouraged to make their own comments before the 14th December deadline. Further details can be found on the website <http://www.eastsussex.gov.uk/librarystrategy>

## 17. Financial

**17.1 Victim Support** – Council **resolved** to make a donation of £50

**17.2 St John's Church** – Council **resolved** to approve the grant request for £1500

**17.3 Annual Return** –KD explained, and Council noted the External Auditors comments and Notice of conclusion of audit

**17.4 Monthly reports.** Council noted and approved the monthly reports.

**17.5** Council approved the attached schedule of payments and receipts

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### 18. Cricket Ground

Given the confidential nature of valuations and negotiations, the public were asked to leave the meeting whilst Council discussed the proposed purchase by the Council of the Cricket Ground. Council **resolved** to approve expenditure of up to £500 + VAT for Pump House Designs to carry out a survey of the ground. Council **resolved** to instruct Savills to carry out a valuation.

### 19. Dates of forthcoming meetings

**19.1 1<sup>st</sup> November 2017** - Planning and Council meeting in the Parish Hall from 6.30pm

**19.2 14<sup>th</sup> October 2017** – Autumn Village Tidy 2pm – 4pm, starting at the Parish Hall

The meeting closed at 8:30pm

### Schedule of payments and receipts

**4<sup>th</sup> October 2017**

<b>PAYMENTS</b>				
<b>Payee</b>	<b>Item</b>	<b>Cost £</b>	<b>Vat £</b>	<b>TOTAL £</b>
K Darbyshire	Clerk's September salary	934.54		934.54
K Darbyshire	Travel & expenses Jul/Aug/Sep	76.23		76.23
B Firman	Bus shelters litter collection September	40.00		40.00
Autela Payroll	Payroll July/Aug/Sep	38.40		38.40
HMRC	PAYE & NIC July/Aug/Sep	214.65		214.65
SSALC	Clerks' GDPR Training & Chair's Networking Day	113.00	22.60	135.60
PKF Littlejohn LLP	Review of Annual Return	200.00	40.00	240.00
<b>RECEIPTS</b>				
Tennis Club	6 monthly rent	125.00		125.00
Santander	September interest	4.60		4.60