

# WESTFIELD PARISH COUNCIL

Ref: **C17-11** Minutes of Council meeting held in the Parish Hall on 1<sup>st</sup> November 2017 at 7:00pm

**Present:** *Councillors* M Edwards (ME) Chairman, H Monro (HM) Vice Chairman, R Bowe, S Green (SG), M Stratford (MS), C Taylor (CT), J Woodhead (JW), K Darbyshire (KD) (Parish Clerk), Councillor C Maynard (CM) and 5 members of the public.

**1. Apologies for absence.**

Apologies were received from Councillors M Horley M McNamara, P Stapley, 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.

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

A resident reported concerns about overhanging trees across the carriageway, along Westfield Lane, near Cockmartins Farm. KD advised she would notify Highways again.

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

**5. Matters arising from the minutes**

None

**6. Cricket Pavilion**

Council received an update from Ian Taylor (IT). KD will forward on the revised timeline to Councillors. KD confirmed that Councillors were happy for the WCPWP terms of reference remain the same for another 6 months. Council has granted permission to the Cricket Club to dig and refill some test pits around the ground. IT is hoping to raise approximately £4k for architecture fees. IT has already had approval of a £1000 grant from Hastings Lions, and applications have been submitted to the Round Table and Hastings Direct, these will be for a maximum of £500. The WCA have been approached for a grant, and it was agreed that IT should make a presentation to the WCA at their next meeting in January, so that all members could make a decision on the grant. IT explained that new plans have been submitted to RDC. The building will now have brick walls which will have wider walls than the original plan for wooden walls. If RDC insist that the floor area cannot be increased from the planning permission granted, this will mean a loss of 5 sqm in the centre of the pavilion. The old pavilion is 42.56 sqm and the new pavilion is 199.65 sqm. Elm Architects will work on revised plans with the brick walls to determine the increase needed in overall sqm to ensure internal measurements do not change.

**7. Consultation by RDC on Public Spaces Protection Order (PSPO) –** Council considered if any of the proposed controls, are needed or justified in Westfield. These include: nuisance begging, sleeping in vehicles, drinking alcohol in public places, dangerous cycling, and fly tipping. Council agreed that all Protection Orders should be in place in Westfield, but at present the only ones that would need enforcing are sleeping in vehicles (a van has been regularly parked on Churchfield for 2 or 3 nights at a time, with someone sleeping in it), dangerous cycling, and fly tipping on the street.

**8. Policies**

**8.1 Planning Committee TOR –** Council **resolved** to adopt the Terms of Reference. Council agreed that it would be helpful to have a nominated member as the main liaison with RDC for any queries on planning applications. HM agreed to do so, and CM will advise who the best contact at RDC would be.

**8.2 Personnel Working Group TOR –** Council **resolved** to adopt the Terms of Reference.

**8.3 Disciplinary Procedure –** Council **resolved** to adopt the policy.

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## Reports

### 9. District and County Councillor's report

CM gave an overview of the Community Parking Enforcement (CPE) plans currently being considered by RDC. A decision should be reached within 5 to 6 months, and if adopted it is likely to be in force by 2019. The Community Governance Review for Bexhill has now been concluded. A decision will be made by full Council at their December meeting.

### 10. Clerk's report

The report was noted, and KD gave the following updates:

- Finger post that had fallen down at the junction of Parsonage and Bluemans Lanes, has been removed by Highways and taken to Ringmer. KD is in contact with Highways arrange it put back in place.
- Community First Responder. Unfortunately, there is a problem with funding for training, so it is unlikely that someone from Westfield will be trained until April 2018.
- War memorial. KD has been liaising with Toby Walsh, and the new chains and posts will be in place before Remembrance Sunday, and the stones repainted.
- Autumn Village Tidy. KD thought it had been a success, and thanked the Councillors and volunteers who helped on the day.

### 11. Chairman of Trustees report

There was no report, but it was noted that the Chairman of the Football Club has resigned, and the club are currently holding interviews for a replacement.

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

**James Woodhead** reported that a car was stolen from Baldslow Down in the early morning of the 30<sup>th</sup> October. The thieves were caught on CCTV but couldn't be identified. The car was subsequently found by the police in Hastings.

**Roger Bowe** advised that residents at the lower end of Cottage Lane had complained about a flat bed lorry that was parked on the corner of the twitten going up to New Cut. The reduced visibility for motorists and pedestrians is a concern. RB will notify Operation Crack Down, which includes obstructions.

**Hamish Monro** once again thanked Roger Carrier for all his efforts in negotiations regarding the Cricket Ground.

**Michael Edwards** advised that RB would be laying the poppy wreath on behalf of the Parish Council at the Remembrance Service this year. Joan Downing BEM will be receiving a presentation from RDC before their meeting on the 18<sup>th</sup> December, followed by a meal with Councillors at the New Inn.

**Tim Hills** explained that he and two other Councillors had recently attended Councillors Briefing & Awareness Training. It was very helpful training, with a number of interesting points, including the use of Council e-mail addresses.

### 13. Playground Report. The report was noted.

## Correspondence:

**14. Rother Rural Trust** – Council has been asked to consider if they know of any recipients for a grant. It was agreed to put details of grants available on the Council's FaceBook page and website. KD will contact Rother Rural Trust to find out what the criteria for awarding grants is, and ask if any Westfield residents have been the recipient of a grant, before considering a donation. CM left the meeting at this point.

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### 15. Financial

**15.1 Battle Area Community Transport** – Council **resolved** to decline the grant application for £500 as not enough people in Westfield benefit from the service.

**15.2 Royal British Legion** – Council **resolved** to make a donation of £250. This is an increase of £50 from last year. Council therefore **approved** a virement of £50 from the Grants budget to the S137 budget to cover the increase.

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

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

### 16. Dates of forthcoming meetings

**16.1 6<sup>th</sup> December 2017** - Planning and Council meeting in the Parish Hall from 6.30pm

**16.2 7<sup>th</sup> November 2017** – Budget Planning and General Data Protection Regulations training for Councillors.

The meeting closed at 8:20pm

### Schedule of payments and receipts

**1<sup>st</sup> November 2017**

<b>PAYMENTS</b>				
<b>Payee</b>	<b>Item</b>	<b>Cost £</b>	<b>Vat £</b>	<b>TOTAL £</b>
K Darbyshire	Clerk's October salary	934.54		934.54
B Firman	Bus shelters litter collection October	40.00		40.00
Pump House Designs	Digital measured survey of Cricket Ground	350.00	70.00	420.00
Paul Masters	Playground reports Sep/Oct Jet washing bench, play surfaces, weed killer application, painting & repair to noticeboard	291.00		291.00
SSALC	ESALC Conference & Councillors Training	245.00	49.00	294.00
<b>RECEIPTS</b>				
RDC	6 months precept	17,000.00		17,000.00