

MINUTES OF THE MEETING OF THE AMENITIES AND SERVICES COMMITTEE HELD ON 12th JUNE 2018 IN THE ROSE ROOM OF THE COMMUNITY CENTRE

PRESENT: Cllrs. J Wogan (Chairman), Hill, Josephson, Pritchitt, Summers & Williams

APOLOGIES: Cllrs. McKinney & R.Lewin. Ms A Armstrong (Allotment Rep)

NOT PRESENT:

IN ATTENDANCE: The Clerk and Assistant Clerk. 3 members of public

443/18 PUBLIC QUESTIONS

Mr Keen (representative of the Swans Ghyll Residents Association) spoke about his concerns regarding a piece of land to the north west of Swans Ghyll – as it was an item on this agenda. The Clerk explained that the land belonged to no-one, so the Crown had responsibility for it and therefore could sell it. He had brought it to Council’s attention as a matter of public interest.

Mike Smith (resident of Riverside) explained his interest in the land in question.

444/18 APOLOGIES

Apologies were received and accepted from Cllrs. McKinney & R Lewin due to family commitments.

445/18 DECLARATION OF INTERESTS PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
None			

446/18 MINUTES OF THE PREVIOUS MEETING

- The Minutes of the meeting held on 20th February 2018 were proposed for acceptance by Cllr. Josephson, seconded by Cllr. Hill and were signed as a true record.
- There were no objections to the deletion of the digital transcript of the meeting of 20th February 2018.

447/18 CLERKS REPORT ON MATTERS ARISING NOT LISTED ELSEWHERE ON THE AGENDA

- Composting at the allotments – The contents of the bins are now decomposing satisfactorily, and the access matting has been fully installed. There remains a loose heap of leaves & other green waste for which additional pallet bins will be needed. NOTED
- Security Measures in the Groundman’s compound – Motion triggered lighting and an alarm were installed in March. NOTED
- Gilham Spring & Bank – There should be progress to report at the next meeting. NOTED
- Canal refurbishment – We now await only the ‘information board’ for completion of the project. This should be 6-8 weeks. NOTED
- Playground inspection – RoSPA are due to do their annual inspection of the skatepark and play areas later this month. NOTED
- New Trees – Replacement trees have been ‘booked’ with the nursery and await a date for planting. A replacement tree for Rush Green South remains to be finalised. NOTED
- Acquisition of new Cemetery land – One of the joint owners reported to the office that an official valuation of the land has been commissioned and will be done shortly. NOTED

448/18 FINANCIAL REPORT

1. Financial position at year end 2017-2018 had been previously circulated and was NOTED.
2. Financial report at end month 2 had been previously circulated and was NOTED.
3. Priorities for 2018-2019. The Chairman asked for the Committee’s priorities and the following were proposed:
 - The willow tree at bottom of Freshfield Bank - the Environment Agency to be asked to trim as previously.
 - The hedge on the Hartfield Road side of the Canal to be trimmed.

- The cutting of the hedge on Priory Road side of the Cemetery.
- Maintenance of Kennards Path – ask Outside Maintenance Staff to strim back the path.
- Newlands Place – non-slip yellow paint on steps.
- Steps at rear of Peter Griffiths Hall – non-slip yellow paint on steps.
- Brick bulkhead at rear of village hall – look at re-pointing.
- Painting of bins and seats at Newlands Place.
- Rhododendron ponticum at Canal – needs to be slowly removed.
- Dale Road resident with hedge onto footpath between Spring Meadow and Upper Close - ask Community Warden to have a chat and ask owner to put in writing if she owns the hedge or not. Cllr. Wogan to supply address.

449/18 ALLOTMENTS

- Representative's Report – Annette Armstrong provided a report that was read out by Cllr. Summers. NOTED
She pointed out that the ditch does not appear to drain – office to write to East Sussex County Council as the ditch appears to belong to them.
It was thought that the pussy willow trees between the cherry trees behind the ditch could be interfering with the drainage – a plot holder may be able to get them cut down free of charge. The Committee agreed that it should be established as to whose land the trees were on before the offer was discussed further.
- Cllr. Summers (allotment representative for Johnsons Field) advised that all plots were being worked well.
- Admin Report:
 - 10 people on the waiting list inside the Parish
 - 1 person on the waiting list outside the Parish
 - No one on the waiting list for raised beds
 - There are no empty plots on Johnson's Field
 - There are no empty plots on the new site.
 - Allotments are being advertised on the website and notice boards.
 - Letters will be sent out in August/September for rent 2018-2019 – increasing by £1.00.
 - Site inspections have been carried out and letters sent out asking people to cultivate plots to their signed agreements.
 - More letters will be going out with the payment renewals reminding holders to work their plots to the signed Agreement.
 - The grass and hedges are being cut.
- Complaints had been received from a resident adjacent to the allotments about one particular tenant:
 - The height of poles and netting that had been erected.
 - Hens – they have 4 (6 are allowed)
 - The smell of the hens
 - Times the plot holders are visiting the allotment
 - Training their dogs inside the netted allotment enclosure.

It was agreed that the only issue that contradicted the Tenancy Agreement was the height of any structure.

Cllr. Wogan proposed that trees should be no more than 6ft 6inches high and poles/netting should be no more than 7ft high.

Cllr. Summers proposed that trees should be no more than 2.5m high and the poles/netting at a corresponding height. This was seconded by Cllr. Pritchitt voted on : 2 for and 4 against.

Cllr. Wogan's proposal was seconded by Cllr. Josephson and voted on: 4 for and 2 against. The amendment would be implemented from the end of the growing season.

The Clerk should write to the complainant to explain the outcome of the Committee's discussion

AGREED

450/18 OUTDOOR MAINTENANCE

1. Village Green Issues:
 - Fencing at the groundsman's compound – it was AGREED that a fence be erected around the compound – chain link fence and concrete posts. Also, that the asbestos sheets be removed.
 - Signage outside Ashdown Surgery – Two large signs advertising the surgery had recently been installed on the 'village green' land at the entrance to the surgery. The practice manager said it had been done by 'NHS Property Services' without his being consulted. It was AGREED by the Committee that the Clerk send a letter to 'NHS Property Services' telling them to remove the signs by the end of July and suggest that they move them nearer the hedge. (Copy letter to the Surgery).
 - Cllr. Hill advised that there were 4 signs on the land fronting Park Crescent – could they be removed, and the appropriate people told that permission is necessary to erect signs. The Clerk to check the licence for that area.
2. Newlands Place:
 - A request had recently been received from the new owner of a shop on Newlands Place to place a 'life size' sculpture on the forecourt in front of their premises. The Clerk was asked to write back saying that that it was unlikely that permission would be granted but to give more details of size, material etc.

451/18 HIGHWAYS, PATHS & RIGHTS OF WAY

1. Matters arising from SLR meeting 10th April 2018. Committee were disappointed that the yellow lines were indefinitely postponed and asked that this be bought up at the next SLR meeting.
2. Path 53 across Rush Green – It was suggested that this matter be put on the next SLR agenda.
3. Path between Spring Meadow and Upper Close – this was in a state of disrepair and it was suggested that this be put on the next SLR agenda.
4. The office was asked to chase up the matter of the grille and headwall on Rush Green.
5. Possible installation of wooden bollards at:
 - Accessway to The Mews
 - Ashdown Road approach

Cllr. Wogan proposed that the posts in the compound be used to line both sides of Ashdown Road at Rush Green and purchase matching bollards for Forester's Green as and when these can be afforded. Also, write to Ashdown Road residents association to see if they wished to contribute to the cost. This was seconded by Cllr. Josephson and AGREED.
6. Handrail at Doctor's Hill – A request had been received – as this was under the jurisdiction of East Sussex County Council, it was suggested that this be brought up at the next SLR meeting.
7. Speed Awareness sign on Hartfield Road – A request had been received – as there were already 2 signs, it was not felt that this was necessary.

452/18 PLAY AREAS

Skatepark drainage issue – In times of very heavy rainfall, the back of the skatepark tends to fill with water and the drain outlet appears unable to cope. The filter grille becomes blocked with debris but there also appears to be lack of fall from the outlet via the rear ditch to Forester's Link lateral drainage channel.

Cllr. Wogan proposed that once the contractor is on site for the building of the Venue on The Green, they be asked if they could look into the issue to see if it could be easily rectified, while they have machinery on the Green. This was seconded by Cllr. Josephson and AGREED.

453/18 CEMETERY

- I. Report:
 - Memorials and additional inscriptions approved since the last meeting

Additional Inscription	G/386	Payne
Lawn Memorial	HG8	Dann
Headstone & Base	EB74	McQuoid

- Deeds of grant of exclusive right to burial issued since the last meeting

Deed No. 1317	GOR207	Farrar
Deed No. 1318	EB62	Beattie
Deed No. 1319	EB63	Barnes

- Headstones laid down for safety since the last meeting
None

- Deeds of Grant transferred since the last meeting

Deed No. 1228	EA26	Burton
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NOTED

- II. Cllr Hill proposed that where the wall is cracking (opposite Freshfield Bank), the wall be cut out, and angle irons and chestnut paling be put around the tree. (Cllr. Hill to liaise with the Clerk). This was seconded by Cllr. Pritchitt and AGREED.
- III. The Clerk advised that the work on the War Memorial was due to commence on 13th August.
- IV. Representation from Ashurst Wood Village Council regarding burial fees charged by Forest Row Parish Council to Ashurst Wood residents wishing to be buried in our cemetery (they do not have their own). Cllr. Wogan proposed that the Asst. Clerk look at the maintenance costs for the cemetery and ask Ashurst Wood Village Council to contribute 5% of that cost for 1 year (this would be for a trial period of 1 year) for residents in the civil Parish of Ashurst Wood. This was seconded by Cllr. Josephson and AGREED.
- V. Cemetery Working Group – It was confirmed that this would consist of Cllrs. Hill, Pritchitt and Wogan along with the Burials Clerk with Rev Angela Martin invited (to represent the churches in Forest Row). The remit of this group was ‘to look at the present cemetery and consider plans for any new extension’.

454/18 MISCELLANEOUS ITEMS FOR DECISIONS

1. Judging arrangement for the Garden Competition: The judges would be Cllrs. Pritchitt, Summers and Wogan with Janet Lamprell from the office.
2. Appointment of a Tree Warden: The prospective candidate for tree warden had declined. Cllr. Wogan proposed that the Clerk to find a tree warden, check the finances with Cllr. R Lewin & Wogan and appoint. This was seconded by Cllr. Hill and AGREED.
3. Land north of Swans Ghyll: This had been dealt with under Public Questions. Cllr. Pritchitt raised the possibility of this land being used as a natural burial ground. Cllr. Wogan felt this was not practical due to the steepness of the land and a public footpath running through it. Cllr. Josephson proposed that negotiations with the joint owners of the adjoining land to the cemetery continue and if that failed, alternative land may be sought elsewhere. Cllr. Wogan seconded and AGREED.

455/18 CORRESPONDENCE

1. None.

456/18 ITEMS FOR FUTURE CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL

Cllr. Wogan asked that streetlights in Priory Road be discussed at the next meeting. Various issues regarding litter bins to be referred to Property & Assets Committee.

The meeting closed at 10.07pm.

SIGNED.....(Chairman) DATE.....

