

Forest Row Parish Council

Clerk:
Email:

Mr David O'Driscoll
parishclerk@forestrow.gov.uk

(Office Hours: Monday to Friday 9am to 4pm)



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To: All members of the LOCALISM & COMMUNITY PROJECTS COMMITTEE:
Cllrs. T Lewin (Chairman), Davies, Josephson, R Lewin, McKinney, Melson, Miller, Moore and Pritchitt

Tel:
Fax:
Email:
Website:

Dear Sir/Madam,

You are required to attend a meeting of the LOCALISM & COMMUNITY PROJECTS COMMITTEE to be held on **TUESDAY 13th NOVEMBER 2018** in the Rose Room of the Community Centre at **7.30pm**.

Date: 7 November, 2018

A handwritten signature in black ink, appearing to read 'D O Driscoll'.

Mr David O'Driscoll
Clerk to Forest Row Parish Council

THE FIRST TEN MINUTES WILL BE AVAILABLE FOR **RELEVANT** QUESTIONS AND REMARKS FROM THE PUBLIC – IF ANY. MEMBERS OF THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING.

AGENDA

1. PUBLIC QUESTIONS – the meeting will start no later than 7.45pm.
 2. APOLOGIES FOR ABSENCE
 3. **TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE FOLLOWING ITEMS INCLUDING DISPOSABLE PECUNIARY INTERESTS**
 4. RECORDS OF THE MEETING HELD ON 8TH OCTOBER 2018
 - 4.1 To approve the minutes of the meeting of 8TH October 2018
 - 4.2 To consider any objections to deletion of the digital recording of that meeting
 5. CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION
 - 5.1 Venu on the Green progress report
 - 5.2 Waste Recycling Centre progress report
 - 5.3 Cooperation with Duke of Edinburgh scheme.
 6. CLARIFICATION OF ACTIONS FROM LAST MEETING
 7. FINANCIAL REPORT
 - 7.1 Current financial report to month 7
 - 7.2 To consider and adopt draft budget for next financial year
- CURRENT SERVICES
8. FOREST ROW MARKET – to note report
 9. CAR HIRE CLUB – to note report
 10. CAR CHARGING UNIT – to note report
 11. VOLUNTARY MEDICAL CAR SERVICE – to note report
 12. HEARING AID SERVICE – to note report
 13. CYCLE HIRE SCHEME
To consider & resolve as appropriate on a change in operating arrangements.

14. 'GAGES' COMMUNITY LUNCHESES – to note report
15. THURSDAY CLUB – to note report
16. REPAIR CAFÉ – to note report
17. F/R TRADERS & ENTREPRENEURS FORUM - to note report
18. YOUTH PROVISION – to note report

SERVICE DEVELOPMENT

19. COMMUNITY FRIDGE SCHEME – to note report and resolve on proposed actions
20. ASSISTED LIVING AIDS SCHEME – to note report and resolve on proposed actions.
21. MEN'S SHED – to note report.

DEFERRED ITEMS

22. To consider (or further defer):
 - 22.1 A proposal for a 'voluntary' 20-mph speed limit
 - 22.2 The current FRPC Environmental policy
 - 22.3 Forest Row 'welcome packs' & the Forest Row Guide
23. CORRESPONDENCE – To note any relevant correspondence received.
24. ITEMS FOR FUTURE CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL

LOCALISM COMMITTEE
BACKING PAPERS FOR MEETING 19th JUNE 2018

Agenda Item	Description	Page nos
	Clerk's briefing note	1-3
7.1	Financial Report to end month 7	4-5
7.2	Draft Localism budget for 2019-2020	6
8-12	Sue Young: report on services	7-8
14-17	Sara Smart: report on current services	9
16-17	Additional material to the above	10-12
18	Cheryl Hawkins: report on youth service	to follow
19-21	Sara Smart: report on planned services	13
22.2	Current environmental policy with proposed amendments	14-15

**COUNCILLORS' BRIEFING FOR THE MEETING OF THE LOCALISM COMMITTEE TO BE HELD ON 13th
NOVEMBER 2018**

1. **PUBLIC QUESTIONS** - The manager of 'Seasons' was invited to address the Committee at its November meeting, but has not yet confirmed his attendance.
2. **APOLOGIES FOR ABSENCE**
3. **TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION** - Members should formally declare an interest where: "a decision in relation to that (matter under discussion) might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person *to a greater extent than the majority of other council tax payers.*" (Code of Conduct 8(3)(b)). However, one needs to exercise common sense and observe a sensible 'de minimis' judgement, otherwise the provision becomes trivialised.
4. **TO DEAL WITH RECORDS OF MEETING.** Meeting of 8th October.
5. **CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION**
 - 5.1 **Venu on the Green progress report.**
 - The floor pan is complete and the frame has been delivered: by the time of this meeting it should be assembled.
 - The VIG-CON (construction sub-group) had a further meeting on 24th October to receive the architect's certificates for the third stage payment.
 - The VIG-BIZ (business sub-group) has now met every fortnight up to 2nd November and recommendations for the organisational structure & hirings policy are virtually complete. There are some issues as to fittings and equipment which are being referred back to the VIG-CON. A draft operating budget is now in preparation.
 - A meeting of the VIG-PAL (publicity & liaison sub-group) is scheduled for later this month
 - 5.2 **Waste Recycling Centre.** The working group received full adjusted operating cost figures from Veolia on 24th October. Unfortunately, these were significantly higher than projected, so further research is necessary before a plan can be finalised. East Sussex have extended the 'mothballing' of the site for another month. In the meantime, our grant & support application to 'Locality' has been successful.
 - 5.3 **Cooperation with the Duke of Edinburgh scheme (youth volunteers).** We still await a response from the scheme managers.
ACTION: to note
6. **CLARIFICATION OF ACTIONS FROM LAST MEETING**

This item has been included for Members to raise any points of information arising from the previous meeting which can be answered briefly.
7. **FINANCIAL REPORT**
 - 7.1 **Current status to mid-month 7.** Target against forecast to mid-September is 58.3%, and both income & expenditure remain within acceptable parameters.

7.2 Draft budget for 2019-2010. The Chairman and the Clerk have discussed the draft departmental budget for next year. A spreadsheet is attached which shows:

- last complete year
- current YTD with year-end projections
- first draft figures for next year.

(Note that cycle hire has been taken out of the calculations – see agenda item 13 below).

Please consider these figures carefully. This is the point at which to raise queries and make alternative suggestions. Please also consider if you think any additions should be made to nominated reserves under the Localism ‘umbrella’.

8. **FOREST ROW MARKET.**
9. **CAR HIRE CLUB**
10. **CAR CHARGING UNIT**
11. **VOLUNTARY MEDICAL CAR SERVICE**
12. **HEARING AID SERVICE**

Given the short time since the last Localism meeting, these are covered by a brief narrative report and some updating figures.

ACTION: to note

13. **CYCLE HIRE SCHEME.** The scheme has been the subject of intensive negotiations between Cllr Tony Lewin and ‘Active Cycling Projects’ – the company which currently supplies the digital locks & booking system – to find a way of operating the scheme more effectively. Cllr Lewin will speak to this item with the current stage reached in discussion.

ACTION: to consider & resolve as appropriate on a change in operating arrangements

14. **‘GAGES’ COMMUNITY LUNCHESES**
15. **THURSDAY CLUB**
16. **REPAIR CAFÉ**
17. **F/R TRADERS & ENTREPRENEUR FORUM (Frow-TEF)**

Sara Smart has supplied a brief written report on these services, with some additional reference material attached to the backing papers

ACTION: to note reports as above

18. **YOUTH PROVISION** Cheryl Hawkins has (with my agreement) held off filing her report until after her staff meeting on the evening of 7th November, on which she will also report. I will circulate it separately on receipt. She or another staff member will attend the meeting.

ACTION: to note

19. **COMMUNITY FRIDGE SCHEME**
20. **‘ASSISTED LIVING AIDS’ PROPOSAL**
21. **‘MEN’S SHED’ PROPOSAL**

Sara Smart has also filed a report (attached) on current developments on these proposals. Please Note that Committee’s agreement is sought on the first two of these three items.

ACTION: to note, and resolve on the matters highlighted.

22 DEFERRED MATTERS. The following three items were deferred from the last meeting for want of time. Committee to decide whether to consider at this meeting or further defer. The briefing notes are included below from the previous occasion:

22.1 VOLUNTARY 20-MPH SPEED LIMIT Highways are clear that they will not support this financially and would be opposed to any purely private signage adjacent to the highway. A radar-based speed indicator sign would be permitted subject to compliance with conditions.

22.2 COUNCIL'S ENVIRONMENTAL POLICY. It has been suggested that we should review this policy to make it more comprehensive and explicit. Some proposed changes (suggested by Cllr Miller) are attached. Committee is asked to consider them with a view to submitting a revised text to Finance & Policy.

22.3 FOREST ROW 'WELCOME PACKS' & FOREST ROW GUIDE These two late items were added to the Localism agenda at the request of Cllr Pritchitt, who will speak to them at the meeting.

ACTION: to decide on whether to deal at this meeting and if so, resolve as appropriate

23. CORRESPONDENCE None received that has not been sent out in Councillors Reading

24. ITEMS FOR FURTHER CONSIDERATION BY THIS COMMITTEE OR FULL COUNCIL

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Localism & Community Projects							
206	Community Transport						
2554	Wealdlink	215	850	635		635	25.3 %
2601	Voluntary Medical Car Service	20	200	180		180	10.0 %
2602	Car Hire Club	12,286	11,000	-1,286		-1,286	111.7 %
2605	Cycle Hire Scheme running cost	1,113	2,500	1,387		1,387	44.5 %
	Community Transport :- Expenditure	13,635	14,550	915	0	915	93.7 %
2677	Car Hire Club Income	9,002	12,000	-2,998			75.0 %
2678	Medical Car Scheme Income	201	500	-299			40.3 %
2679	Cycle Hire Scheme Income	2,189	2,500	-311			87.6 %
	Community Transport :- Income	11,393	15,000	-3,607			76.0 %
	Net Expenditure over Income	2,241	-450	-2,691			
207	Market						
3151	CC-Market expenditure	651	1,500	849		849	43.4 %
	Market :- Expenditure	651	1,500	849	0	849	43.4 %
3184	CC-Market Income	3,928	5,000	-1,073			78.5 %
	Market :- Income	3,928	5,000	-1,073			78.6 %
	Net Expenditure over Income	-3,277	-3,500	-223			
209	Localism & Community Proj Misc						
2700	Repair Cafe & Wellbeing	58	1,000	942		942	5.8 %
	Localism & Community Proj Misc :- Expenditure	58	1,000	942	0	942	5.8 %
2902	Life Stories Project	0	2,000	-2,000			0.0 %
2905	Repair Cafe & Wellbeing Servic	713	0	713			0.0 %
	Localism & Community Proj Misc :- Income	713	2,000	-1,287			35.6 %
	Net Expenditure over Income	-654	-1,000	-346			
304	Cafe						
3436	Gages-Purchase of Equipment	221	1,000	779		779	22.1 %
3460	Gages -Purchases Food etc	7,057	10,000	2,943		2,943	70.6 %
	Cafe :- Expenditure	7,278	11,000	3,722	0	3,722	66.2 %
3480	Gages - Sales	12,587	20,000	-7,413			62.9 %
	Cafe :- Income	12,587	20,000	-7,413			62.9 %
	Net Expenditure over Income	-5,309	-9,000	-3,691			

Month No : 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
306 Thursday Club						
3636 TC-Running Costs	130	1,000	870		870	13.0 %
Thursday Club :- Expenditure	<u>130</u>	<u>1,000</u>	<u>870</u>	<u>0</u>	<u>870</u>	<u>13.0 %</u>
3680 TC-Subscriptions	60	700	-640			8.6 %
Thursday Club :- Income	<u>60</u>	<u>700</u>	<u>-640</u>			<u>8.6 %</u>
Net Expenditure over Income	<u>70</u>	<u>300</u>	<u>230</u>			
406 Youth Provision						
4603 YP - Development costs	202	1,000	798		798	20.2 %
Youth Provision :- Expenditure	<u>202</u>	<u>1,000</u>	<u>798</u>	<u>0</u>	<u>798</u>	<u>20.2 %</u>
Net Expenditure over Income	<u>202</u>	<u>1,000</u>	<u>798</u>			
Localism & Community Projects :- Expenditure	<u>21,953</u>	<u>30,050</u>	<u>8,097</u>	<u>0</u>	<u>8,097</u>	<u>73.1 %</u>
Income	<u>28,680</u>	<u>42,700</u>	<u>-14,020</u>			<u>67.2 %</u>
Net Expenditure over Income	<u>-6,727</u>	<u>-12,650</u>	<u>-5,923</u>			

LOCALISM & COMMUNITY SERVICES BUDGET

	2017-18				2018-2019				2019-2020			
	Budget	Actual to yr end	% of forecast	comments	Budget	Actual to 6mth	% of forecast	Forecast to yr end	comments	Budget	comments	
INCOME BUDGETS												
2677 Car club income	12000	14857	123.8		12000	7918	66	15000		15000	same	
2678 Medical transport income	1000	281	28.1		500	151	30.2	300		300	same	
2679 Cycle hire income	2500	2345	93.8		2500	1997	79.9	3250		?		
3184 Market income	6500	4366	67.2		5000	3364	67.3	7000		7000	same	
3480 Gages sale	27500	20400	74.2		20000	11130	55.6	22000		22000	same	
3680 Thursday club income	675	1002	148.4		700	60	8.6	150		150	same	
2902 Life stories project	0	0	0		2000	2000	100	2000	b/f from 17/18	0	obsolete	
2905 Repair café	0	2730	0		0	713	0	1200		1200	same	
xxxx Wellbeing services	0	0	0		0	0	0	0		?	new code	
4676 Youth grants	0	0	0		0	0	0	0		0		
TOTALS	50175	45981	91.6		42700	27333	64	50900	± 11.5% on trend	45650	plus cycle	
EXPENDITURE BUDGETS												
2554 Wealdlink	800	1048	131		850	215	25.3	800		900	now known	
2601 Medical car scheme	350	0	0		200	20	10	100		100		
2602 Car Club	11000	13291	120.8		11000	11254	102.3	12500	? extra insurance	13000	contingency	
2605 Cycle hire running cost	2500	4899	195.9		2500	964	38.6	2000	? sell out to 3rd party	?		
3151 Market expenses	2000	1624	81.2		1500	606	40.4	1250		1250	same	
2700 Repair café	0	181	0		1000	58	5.8	500		500	same	
xxxx Wellbeing services	0	0	0		0	0	0	0		1500	new code	
3436 Gages - equipment	1000	1037	103.7		1000	67	6.7	1000		1000	same	
3460 Gages - food	13500	11415	84.6		10000	5936	59.4	12000		12000	same	
3636 Th.Club - running cost	1000	689	68.9		1000	130	13	500		500	same	
4603 Youth - development costs	2500	1868	74.7		1000	127	12.7	1000		1500	allow YorkG	
TOTAL	34650	36052	104		30050	19377	64.5	31650	predicted 105.3%	32250	plus cycles	

REPORT ON CURRENT SERVICES
for LOCALISM COMMITTEE MEETING 13th NOVEMBER 2018

FOREST ROW VILLAGE MARKET

November's market had 39 stalls which is maximum capacity both space & equipment wise. Most of the gazebos are looking very tired and dirty with some requiring substantial repairs (broken legs, fixings, feet and canopies) I would like to assess these fully over the closure period (January & February) and see if they can be cleaned and repaired and would like to spend one Saturday over the closure period with a couple of the market staff to take these all out, erect them and clean and repair where possible (we would need to pay a couple of people to do this. It is quite possible that we will need to replace a few, and I would like to replace these with single gazebo's (this works out slightly more, but the double ones are incredibly heavy and market staff are suffering).

The December market will be held on the 1st December and will be open 10am – 4.30pm, we will have the horse and cart rides arranged by Ballard & Shortall Funeral Services and this year they will be donating any monies raised towards equipment for the new Venu on the Green. We have 46 stalls confirmed along with several enquiries of which I am awaiting booking forms & payments. I envisage having around 50-55 by the end of November.

DATE	FEES IN	STAFF COST
6/10/18	£856.50	£266.10
3/11/18	£885.00	£229.40

FOREST ROW CAR CLUB

We now have 106 members of which 16 are joint memberships and the cars are being used regularly with most days when the cars are all out at the same time. We have had a run of bad luck with the cars with them going in for repairs following minor accidents and are currently down to one car only which will prove problematic due to the number of members wishing to use the cars, but we are hopeful that we will be back up to full usage very shortly.

CAR CHARGING UNIT

Please see below the breakdown of charges for use of the Car Charging point since the last meeting in June.

Start Date	Start Time	End Time	Total kWh	Cost
02/11/2018	09:23	10:10	1.752	£1.25
29/10/2018	18:49	19:15	3.14	£1.25
29/10/2018	18:48	18:49	0.077	£0.00
26/10/2018	08:09	10:31	7.086	£5.00
25/10/2018	09:36	11:34	7.057	£1.25
22/10/2018	14:35	18:08	23.168	£5.00
20/10/2018	12:54	14:28	5.615	£1.25
06/10/2018	16:34	18:25	13.216	£1.25
02/10/2018	16:47	18:43	12.773	£1.25
01/10/2018	07:04	08:42	10.911	£1.25
30/09/2018	12:31	13:43	4.364	£1.25
29/09/2018	11:58	15:21	21.997	£5.00
28/09/2018	10:11	11:54	5.359	£1.25

27/09/2018	19:39	20:05	3.14	£1.25
27/09/2018	17:03	18:33	9.795	£1.25
27/09/2018	10:55	12:20	5.093	£1.25
26/09/2018	18:32	20:35	10.492	£1.25
26/09/2018	18:31	18:32	0	£0.00
26/09/2018	13:11	14:07	6.205	£1.25
19/09/2018	15:53	16:29	2.012	£1.25
10/09/2018	17:42	18:18	4.347	£1.25

TOTAL

£35.00

MEDICAL TRANSPORT

Please see below the performance statistics.

	Trips	Admin Fee	Donations	Mileage
April	16	£15.00	£6.00	132.20
May	28	£25.00	£10.20	745.75
June	31	£28.00	£20.00	855.00
July	21	£19.00	£4.00	496.50
August	16	£19.00	£9.20	508.00
September	28	£24.00	£8.00	604.50
October	26	£22.00	£6.80	498.50
November	3	£3.00	£1.35	55.00

2018/19 £211.20

HEARING AID MAINTENANCE

Maintenance of the life tubes and tips are increasing month on month with the maintenance of the old-style tubes decreasing, the new tubing is easier and quicker to replace or maintain so we are spending less time maintaining more hearing aids. We regularly are thanked for providing this much needed service.

MONTH	PEOPLE SEEN	BATTERIES GIVEN OUT	NEW LIFE TUBES REPLACED	NORMAL TUBING REPLACED
Jan-18	16	43	6	7
Feb-18	17	47	12	8
Mar-18	19	55	6	4
Apr-18	12	34	4	6
May-18	19	53	6	12
Jun-18	17	45	4	5
Jul-18	8	18	9	0
Aug-18	12	30	19	0
Sep-18	11	33	8	3
Oct-18	10	30	0	6
TOTALS 2018	141	388	72	53

Sue Young
06/11/2018

REPORT FOR LOCALISM MEETING 13th NOVEMBER 2018

1. CURRENT SERVICES

[There is not a great deal new to report since the last Localism meeting on 8th October, so the following consists mainly of highlights of the past month].

GAGES

Numbers continue to hold steady. The (ticket-only) Christmas Lunch will take place on Wednesday 19th December.

We had our scheduled inspection from Environmental Health and have kept our 5-star rating.

We continue to be rather short on volunteers in the kitchen and dining room.

THURSDAY CLUB

The 'seniors ballet' session on 1st November proved particularly popular.

We are planning a 'Christmas shopping trip' to Haskins Garden Centre at Snow Hill on 15th November.

REPAIR CAFÉ

The October session was the Café's first anniversary, and we had some valuable publicity through the East Grinstead Courier (see attached article).

Over the year we saw 397 visitors, looked at 368 items and repaired 265 of them, this was a 71% success rate. This is incredibly encouraging and with the publicity we have been getting and continue to do I believe we will go from strength to strength. The last café of 2018 is the 17th November.

FOREST ROW TRADERS & ENTREPRENEURS FORUM (FRow TEF)

Cllr Jenny Josephson and myself hosted the first Forest Row Parish Council Traders & Entrepreneurs Forum on the 22/10/18. We had 25 attend from a range of local businesses.

The focus of the group will be to promote Forest Row as a destination and encourage footfall to the village. Parking is a huge consideration they want looking into.

The notes from the meeting are attached

News

As good as new! Repair café has fixed **265** items in opening year

**FOREST ROW VENUE
CELEBRATES WITH
BIRTHDAY BASH**

By **BEN HATTON**

benjamin.hatton@readhpc.com
@benhattonjournal

FOREST Row's Repair Café is celebrating a successful first year having saved 265 objects from going to waste.

Open on the third Saturday of every month in the Forest Row Community Centre in Hartfield Road, the Repair Café has a team of volunteers who will try to fix whatever broken objects people bring them.

The café celebrated its first birthday on October 20, after a year in which it repaired 265 objects — which volunteers say is a 71 per cent success rate.

More than 20 volunteers regularly provide their skills and expertise, ranging from bike repairs, sewing, darning and carpentry, to electronic repairs, clocks and even book



Co-founders of the Repair Café in Forest Row Sara Smart and Tony Lewin

repairs. These services are provided free, but the idea is that the expert repairers pass on their skills to those visiting and encourage them to have a go at fixing things themselves

rather than just throwing objects away.

Sara Smart, Forest Row Repair Café's co-founder and co-ordinator, said: "The atmosphere is always



Richard Hearn salvages another broken item



being utilised, so seeing them share this is incredibly encouraging.

"It's been amazing to see the support of the local community and to know we are making a difference environmentally as well as socially."

Café volunteer Hannah Jebb said: "When we throw things away they go to landfill or to be incinerated, and we simply cannot continue to dispose of things at the rate we are.

"The Repair Café provides a great solution in our throw away society."

The Forest Row Repair Café is held on the third Saturday of every month, excluding December, from 10am to 1pm, with last orders taken at 12.30pm.

buzzing and brings together all ages of the community.

"Some of our volunteer experts are retired with incredible skills and knowledge, that are not otherwise

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KeSisOur



Forest Row Parish Council Traders & Entrepreneurs Forum

Notes of meeting 22.10.18

- Welcome to the first meeting
- Introductions from all attending
- Points for discussion raised by chair of meeting Cllr Jenny Josephson (JJ):
ROAD WORKS
TIP
COMMUNITY WARDEN
CHRISTMAS
- ROADWORKS: Claims for compensation have been submitted by a local group.
Was there negligence on the part of ESCC?
Community Warden has documented the whole process and will write this up to be made available for businesses to use if wish to go for compensation themselves.
FRPC to raise this at next SLR (Strengthening Local Relations) meetings.
- PARKING: The discussion led onto the issues of parking within the village and how this could be addressed. Business owners very concerned by the future of the village if parking is not a priority.
Lengthy discussion on: who is using the spaces?
Decided definitely not enough spaces in the week.
How to create more parking spaces.
Discussed brown field sites that may be brought or leased for car park.
Better signage needed from ES Highways.
Change 23-hour bays to 6 or 3 to stop workers using them during the day.
- TIP: Update given by JJ.
Costs to use facility by businesses discussed.
Pilot project commencing to see how it works.
- COMMUNITY WARDEN: JJ explained that they are looking to try to increase the Warden's powers.
Need powers to move on cars from double yellow lines, disabled bays and spaces.
Community Warden to carry FR maps to give to tourists.

- **CHRISTMAS:** agreed maybe too late to do big Christmas celebration within the village this year but could open later on Christmas Market day Saturday 1st December. Rydon's approached about car park to be kept open on this day. Was said this could be looked at.
Shops to choose to open late.
Horse & Carriage to stay longer and pick up at more points.
- **OTHER POINTS RAISED:** Promotion of the village as a shopping destination.
Yearly events to raise profile of all businesses, ie; Christmas, Food Festival etc.
Use empty shop windows to advertise other businesses and keep the Lewes Road and Hartfield Road looking vibrant.
Set up a networking group-Simon Robinson and Juliet Townsend to look to start this.
A survey of parking use in the village was suggested as a possibility.
Businesses to have input into PC initiatives.
- **ACTION PLAN:**
PC to look at options for land for a car park.
New business maps to be looked to be created-funding to publish will be needed.
A Village website to be created.
A closed Facebook group created for FR businesses to communicate between themselves. Could look to create a Facebook group for the village that promotes events and the businesses at a later time.
Juliet Townsend (Ashdown Gallery) to research other villages.
3-minute video to be created by CRTC Studios (Cymon & Vicky Skinner) to promote the village to use on Facebook.
Contact 'Visit East Grinstead' to ask for advice on a website.
- **DATE OF NEXT MEETING:** Thursday 15th November 6-7pm in the Community Centre.

REPORT FOR LOCALISM MEETING 13th NOVEMBER 2018

2. PLANNED SERVICES

COMMUNITY FRIDGE

We would like to site it in the office side of the current Bike Stop, [Note: Wealden Estates Dept have indicated that they will agree to a change of 'permitted use']. The plan would be to get local craftsman and businesses to sponsor the necessary refurbishment. We are looking at a new door and outside lighting for security and safety of the volunteers. We have in the past month been donated 2 good quality commercial fridges from The Secret Cellar in the village.

Grant aid is available and the service would look to pay rent for this 1/3rd of the building if agreed. Local businesses to sponsor a month at a time and be promoted within the area.

If the space is agreed, we will get Environmental Health to inspect as our next step.

ACTION: Does the Committee agree this space can be used? If so, can we go ahead with getting sponsorship & commissioning the refurbishments?

ASSISTED LIVING AIDS

The proposal is to use the remaining two-thirds of the old Bike Stop premises for this service (the offer of grant funding for premises has now been withdrawn). Minimal refurbishment would be required, mainly a deep clean and ensuring that adequate ongoing cleaning facilities are in place. Grant funding is still on offer for equipment.

ACTION: Does the Committee agree that this proposal can proceed?

MEN'S SHED

This is still in the planning stage, but another meeting is planned with representatives from a successful scheme. The main outstanding issues are finding suitable premises and securing appropriate funding.

Below are some proposed & amalgamated changes to the PC Environmental Policy. - HOWEVER - we COULD suggest that we think the details of what environmental harm actually means are a bit lacking and perhaps members of the council would like to suggest beefing it up with any clear examples of what we would see as damaging - and perhaps give them some examples (like: practices "

which have been reasonably demonstrated to offer potential harm to our plants, animals, air and water as a result of any incoming industrial, infrastructure or commercial activity", for example)

? And if they just end up agreeing on what we've got, nothing lost, but they feel a bit more involved?

What do you think?

.....

1. Introduction

1.1 Forest Row Parish Council recognises that the day-to-day operations of the Council can impact both directly and indirectly on the environment.

1.2 The Council aims to protect and improve the environment through good management and by adopting best practice wherever possible, and strongly resist any threats to the physical wellbeing to our parish residents or the natural environment of our village.

1.3 The Council will aim to integrate its policies and practices to comply with the aims of the Paris Agreement on the Reduction on Carbon Emissions. We will set up benchmarks to measure our effectiveness and will resist destructive activities that may increase our contribution to Climate Change.

1.4 The Council will work to integrate environmental considerations into our business decisions and adopt more environmentally friendly alternatives wherever possible, throughout our operations.

2. Objectives

2.1 In order to discharge its responsibilities, the Council will:

- Bring this Environmental policy to the attention of all stakeholders.
- Carry out regular audits of the environmental management system, using the Parish Climate Change Agreement commitments as a minimum benchmark level.
- Comply fully with all relevant legal requirements, codes of practice and regulations at international, national and local levels.
- Eliminate risks to the environment, where possible, through selection and design of materials, buildings, facilities, equipment and processes.
- Ensure that emergency procedures are in place at all locations for dealing with environmental issues.
- Identify and manage environmental risks and hazards, and proactively resist any activities that will increase those risks.
- Improve the environmental efficiency of the Council's transport and travel.
- Take active steps to minimise waste and increase recycling within the framework of the Council's waste management procedures, and support initiatives locally that increase recycling, reduce fly-tipping and minimise waste.
- Only engage contractors who are able to demonstrate due regard to environmental matters
- Prevent pollution to land, air and water, including pollution that increases damage to the ecosystems, increases global warming emissions, and puts the long term integrity and health of our land, air and water at risk in any way.

- Promote environmentally responsible purchasing
- Provide adequate resources to control environmental risks arising from work activities.
- Provide suitable training to enable employees to deal with their specific areas of environmental control.
- Reduce the use of water, energy and other natural resources.
- Source materials from sustainable supply, whenever practical.
- Consider the impact of noise and light pollution