

MINUTES OF THE MEETING OF FOREST ROW PARISH COUNCIL HELD ON 18th MAY 2021 AT 7.30PM IN THE GARDEN ROOM AT THE COMMUNITY CENTRE

PRESENT: Cllrs. Josephson (Chairman), Hill, R Lewin, McNally, Pritchitt, Spackman, Summers, Waters, Williams & Wogan

APOLOGIES: Cllrs. Davies, T Lewin, Miller & Moore

NOT PRESENT: Cllr. Withers

IN ATTENDANCE: The Clerk & Asst. Clerk. District Cllr. Hardy, District Cllr. Patterson-Vanegas, County Cllr. Taylor and Stephen King

C38/21 PUBLIC QUESTIONS:

Steven King – ‘Tiny Farms’ - spoke about the project and answered various questions.

Cllr. Josephson proposed that agenda items 10 & 18 should be discussed after item 6. This was seconded by Cllr. R Lewin and AGREED with 1 abstention.

C39/21 APOLOGIES FOR ABSENCE: Apologies were received and accepted from Cllr. Davies (ill health), Cllr. Moore (family) and Cllrs. T Lewin (prior commitment) and Cllr. Miller (infection risk)

C40/21 RECORDS OF PREVIOUS MEETINGS

The Minutes of the meeting held on 30th March 2021 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 that meeting.

Cllr. R Lewin proposed that consideration of the minutes of the Annual Meeting of Council be deferred to a future meeting. This was seconded by Cllr. Pritchitt and AGREED

C41/21 CLARIFICATION OF ACTIONS FROM LAST MEETING

None

C42/21 TO NOTE & APPROVE LIST OF DELEGATED DECISIONS.

There were none.

NOTED

C43/21 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
None			

C44/21 REPORTS FROM PRINCIPAL COUNCILS

District Cllr. Patterson-Vanegas – reported that the Local Plan was in the making and Parish Councils can have their say this year. There would be a Parish Cluster meeting on Monday 24th May at 10am.

District Cllr. Hardy – congratulated County Cllr. Taylor on her election win. There was a District project to make sure that roads and bushes are to be tidied up.

Cllr. Josephson welcomed County Cllr. Taylor.

County Cllr. Taylor – was excited to work on various projects. Her division covers parts of five different parishes. Please contact her if there are any queries or require more information on

anything. She is in the process of starting up a Speed Watch campaign in the area which will start in about 3-4 weeks.

C45/21 TO CONSIDER A PROPOSAL FOR A 'TINY FARM' PROJECT

Information regarding this project had been previously circulated and there was discussion on this. Cllr. Josephson proposed that Standing Orders be lifted to enable Steven King to answer queries. There were no objections to this.

Cllr. R Lewin proposed that the project be supported in principle, provided it did not undermine the allotments. There was no seconder for this proposal.

Cllr. Wogan proposed that the matter be deferred for further discussion to the next meeting of Amenities & Services. This was seconded by Cllr. Pritchitt.

Cllr. Josephson amended this proposal to read 'although sympathetic to the project we believe this needs further discussion at the forthcoming meeting of Amenities & Services'. This was seconded by Cllr. McNally and AGREED.

C46/21 CHAIRMAN'S COMMENTS

Cllr. Josephson reported that one of the caretakers had injured her heel but had developed a number of 'workarounds' to keep the job going during her recovery.

C47/21 TO NOTE CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION

1. Re-opening the Community Centre
2. Government Kickstart scheme – 1 candidate will be invited to interview
3. Waste recycling Project
4. The skatepark extension
5. Pending leases

The report on the above matters formed part of the backing papers previously circulated and was NOTED

The Clerk also reported that a quote had been obtained for the slide on Foresters Green – this was for £ 13,480.00.

Cllr. R Lewin asked for people to have understanding for the office staff as they were very busy at the present time, dealing with enquiries.

C48/21 SUMMARY FINANCIAL REPORT

This had been previously circulated and was NOTED.

C49/21 TO NOTE REPORTS

1. Chairman of Committees: Had been asked to report on any plans for the coming year. Amenities & Services: Cllr. Wogan's reported that the acquisition of cemetery land should be followed up, and Gilham Bank would be tidied up although this was dependant on a grant application which would not be decided until June.
Property & Assets: Cllr. Williams reported that the Community Centre Working Group wanted to replace the boiler and the Crittal windows (although the report had not been circulated).
Community Services: Cllr. T Lewin was not present and therefore no comments were made.
Finance & Policy: Cllr. R Lewin gave no comments.
Planning: Cllr. Moore was not present and therefore no comments were made.
2. Representatives on Outside Bodies: Cllr. Josephson reported that the Village Hall was finding it difficult to cope with the flood of bookings but had survived the pandemic due to grants received. Cllr. Williams reported on behalf of the Forest Row Sports Ground Association that grants had been obtained which were helping. The issue of the lease needed sorting out. The Clerk was asked to appraise Cllr. Taylor of the situation to see if she could chase this up.
3. The Community Warden: The report from the Community Warden had been appended to the daily briefing last week.

C50/21 CTO RECEIVE AND APPROVE THE ANNUAL GOVERNANCE STATEMENT

The Chairman asked all Councillors individually if they had read the statement and understood what they were agreeing to. All Councillors confirmed this was the case. They were then asked if they agreed with the assertions.

Assertion 1 –	AGREED unanimously
Assertion 2 –	AGREED unanimously
Assertion 3 –	AGREED unanimously
Assertion 4 –	AGREED unanimously
Assertion 5 –	AGREED unanimously
Assertion 6 –	AGREED unanimously
Assertion 7 –	AGREED unanimously
Assertion 8 –	AGREED unanimously

Assertion 9 does not apply to this Council.

The Chairman signed and the Clerk counter-signed the Governance Statement.

C51/21 TO RECEIVE AND APPROVE THE ANNUAL FINANCIAL RETURN

Cllr. Josephson proposed that the Annual Financial Return be approved. This was seconded by Cllr. Williams and
AGREED

C52/21 TO TAKE ANY REQUIRED DECISIONS FOR AN ANNUAL PARISH MEETING

Cllr. Wogan proposed that this meeting be deferred for another year. This was seconded by Cllr. McNally.

Cllr. Pritchitt counter proposed that this matter be deferred and looked at later this year. There was no seconder for this proposal.

Cllr. Waters proposed that the Council decline to call an Annual Parish Meeting this year. This was seconded by Cllr. McNally and AGREED.

All previous proposals therefore lapsed.

C53/21 TO CONSIDER THE PROPOSAL FOR A WORKING GROUP ON COMMITTEE STRUCTURE

Cllr. R Lewin provided a written proposal for consideration by Council – as follows:

WORKING GROUP PROPOSAL

- To establish a Working Group to review the current Committee structure, without limitation, to meet over the next 9 months or so (and report to a Full Council prior to the next AGM).
- Such Working Group to include at least one representative from each current Committee plus, due to the possible implications for staff involvement and costs, the Clerk as a member, not facilitator, and therefore a Group secretary.
- The remit of the Group shall be to consider:
 - The terms of reference of each current Committee.
 - Whether the number of Committees can reasonably be reduced and, if so, how.
 - Whether a different structure can allow more time for discussion on key issues.
 - How Committees are made up (including obligation on Chair and Vice Chair to attend all), the benefit of co-opted members and voting structure for F&P).
 - To develop a menu of options for Full Council to consider in due course, including a balanced analysis of the implications of each option – NOT to put forward a recommendation.
 - Such options to include staying as we are.
 - Once the range of options have been agreed by the Group, consult with all Councillors prior to any submission to Full Council.
 - Such submission to fairly reflect comments received (confidential if requested) in the final paper to Full Council.

Cllr. R Lewin proposed that a working group be established to review the current Committee structure. This was seconded by Cllr. McNally and AGREED.

Cllr. R Lewin proposed that the Working Group should be constituted by the next Full Council meeting at the end of June. This was seconded by Cllr. Wogan and AGREED.

Cllr. Josephson proposed that each Committee should nominate its representative to the Working Group as soon as possible. This was seconded by Cllr. Williams and AGREED.

Cllr. Josephson proposed that the remit of the Working Group should be as Cllr. R Lewin's proposal. This was seconded by Cllr. R Lewin and AGREED.

C54/21 TO RESOLVE ON A PROPOSAL TO REQUIRE ADVANCE NOTICE OF ANY QUERY TO A MEETING WHICH NEEDS STAFF RESEARCH TIME

Cllr. Josephson proposed that any queries that require staff research, should be made prior to that meeting. This was seconded by Cllr. Hill and AGREED.

C55/21 NOTICES, CONSULTATIONS & CORRESPONDENCE

None.

C56/21 ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR REFERRAL TO COMMITTEE

Cllr. Pritchitt asked that the matter of the state of the legacy be looked into, and the path at the VENUe.

The meeting closed at 9.05 pm.

SIGNED:

DATE.....(Chairman)