

Forest Row Parish Council

Clerk: Mr D O'Driscoll
Email: parishclerk@forestrow.gov.uk

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



To: All members of AMENITIES AND SERVICES COMMITTEE:

Cllrs. J Wogan (Chairman), Hill, Josephson, R Lewin, McKinney, Pritchitt, Summers and Williams

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Fax: 01342 825739
Email: info@forestrow.gov.uk
Website: www.forestrow.gov.uk

Dear Sir/Madam,

Your attendance is required at a meeting of the AMENITIES AND SERVICES COMMITTEE to be held on **TUESDAY 5th FEBRUARY 2019** in the Rose Room of the Community Centre at **7.30pm**.

Date: 29 January, 2019

Mr D 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 ITEMS BELOW**
4. RECORDS OF THE MEETING HELD ON 6TH NOVEMBER 2018
 - a) To approve the minutes of the meetings of 6th November 2018
 - b) To consider any objections to deletion of the digital transcript of that meeting
5. TO NOTE CLERK'S REPORT ON PENDING MATTERS NOT REQUIRING A DECISION:
 - 5.1 ongoing outside maintenance work awaiting better weather
 - 5.2 ongoing works awaiting contractor input
 - 5.3 ongoing works requiring third party responses
6. FINANCIAL MATTERS
 - 6.1 To note financial report to end January (month 10)
 - 6.2 To resolve re replacement ride on mower
 - 6.3 to resolve re replacement street orderly barrow
 - 6.4 to resolve re outdoor maintenance training costs
7. ALLOTMENTS
 - 7.1 to note allotment report(s)
 - 7.2 to approve amendments to the plot agreements
 - 7.3 to consider two plothead requests

8. OUTDOOR MAINTENANCE
 - 8.1 to consider the issue of verge cutting
 - 8.2 to consider the Wealden 'Spring Clean' scheme
9. To consider & resolve on a request for a circus on Foresters Green
10. To consider the format for the 'best-kept garden' competition
11. CEMETERY
 - 11.1 To note burial clerks report
 - 11.2 to consider & resolve on a proposal for the cemetery gates
12. CORRESPONDENCE NOT OTHERWISE DEALT WITH
13. ITEMS FOR REFERRAL TO FULL COUNCIL OR COMMITTEE

AMENITIES & SERVICES COMMITTEE**BACKING PAPERS FOR MEETING 5th FEBRUARY 2019**

Agenda item	Description	page
	Clerk's briefing to the Committee	1-2
6.1	Financial Report to end month 10	3-4
6.2	Publicity leaflet & quote re mower	5-6
6.3	Publicity leaflet (with price) re barrow	7
6.4	Guidance leaflet re NRSWA certificate	8
7.1	Allotments: administrative report (with photos)	9-13
7.2	Draft amended plot agreements	14-20
8.2	Excerpt 'Wealden Parish Bulletin' re Spring Clean	21
9	Email request re circus	22
11.1	Burial Clerk report	23
11.2	Proposal re cemetery gates	24-26

**COUNCILLORS' BRIEFING TO THE MEETING OF THE AMENITIES AND SERVICES
COMMITTEE DATED 5th FEBRUARY 2019**

5. CLERK'S REPORT ON PENDING ITEMS NOT REQUIRING A DECISION

5.1 Ongoing outside maintenance work awaiting better weather:

Cemetery spoil heap and tree planting / Chequers flower bed / Foresters Green & Ashdown
Road bollards / playpark repairs / Canal tidying & planting

5.2 Ongoing works awaiting contractor input:

Cemetery wall / Rush Green headwalls & grilles / Village tree survey

5.3 Ongoing works awaiting third party responses:

Gilham Bank & Spring / Ashdown Surgery widening of access

ACTION: to note – queries as appropriate

6. FINANCIAL MATTERS

6.1 Financial report to end January.

A printout is attached. Performance against forecast should be in the order of 83%. Overall income is at 129.3%%, reflecting increased income from grants and burial fees. Expenditure at 70%, but the latter conceals a significant overrun on equipment & streetlight maintenance. The general position is healthy.

ACTION: to note

6.2 Replacement ride-on mower

The ride-on mower suffered major damage during 2018 and has been written off. We have been strongly advised that it is not adequate to the job and we need a larger model. We have been offered an excellent replacement deal by our current suppliers, (including a generous allowance for the spares value of the existing mower). The quotation is attached. It is a substantial expense, but Committee is advised to adopt the proposal offered – there are sufficient funds remaining in the budget.

ACTION: to resolve as appropriate

6.3 Replacement street orderly barrow

Steve Kemp's barrow is on its last legs and the frame is heavily rusted. It is proposed that Committee authorise the purchase of a replacement (details attached).

ACTION: to resolve as appropriate

6.4 Outdoor maintenance training.

Some (not all) outdoor maintenance tasks require operatives to hold a Certificate under the New Roads & Street Works Act (see attached guidance leaflet). At present we have no one qualified. Committee is asked to consider if it would be worth sending one of our team on a training course (cost £695 ex VAT)

ACTION: to resolve as appropriate

7. ALLOTMENTS

7.1 The administrative report is attached to the backing papers..

ACTION: to note

7.2 Amendments to the plot agreements.

The working group has proposed certain amendments – amended texts attached.

ACTION: to approve as appropriate.

7.3 Plot holder requests.(referred to in the administrative report)

ACTION: to consider & resolve as appropriate

8. **OUTDOOR MAINTENANCE**

8.1 Verge cutting

Committee resolved in November to accept the County proposal for two urban cuts. Does Committee now wish to decide if extra cuts will be undertaken or adopt a 'wait & see' policy?

ACTION: to resolve as appropriate

8.2 Wealden 'Spring Clean' scheme

An excerpt from the Wealden Parish Bulletin for December 2018 is attached. Does Committee wish to engage with this initiative?

ACTION: to resolve as appropriate

9. **Request for a circus on Foresters Green**

A new circus has asked if we would allow them to use the Green this year – email attached.

ACTION: to resolve as appropriate

10. **'Best-kept garden' competition format**

The Chairman has asked for this to be placed on the agenda, and will speak to the issue

ACTION: to resolve as appropriate

11. **CEMETERY**

11.1 The Burial Clerk's report is attached to the papers.

ACTION: to note

11.2 Cemetery gates

The current wooden gates are showing signs of age. A proposal for replacement with a set of metal gates has been received and is attached. (including a proposal re the cost). For Committee to consider and resolve.

ACTION: to resolve accordingly

12. **CORRESPONDENCE NOT OTHERWISE DEALT WITH**

None not previously circulated with Councillors Reading

14. **ITEMS FOR REFERRAL TO FULL COUNCIL OR COMMITTEE**

Month No : 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Amenities & Services						
101 Allotments						
1135	Allotments-Water & Upkeep	156	300	144	144	52.0 %
	Allotments :- Expenditure	<u>156</u>	<u>300</u>	<u>144</u>	<u>0</u>	<u>144</u> <u>52.0 %</u>
1180	Allotment Rents	1,387	1,300	87		106.7 %
	Allotments :- Income	<u>1,387</u>	<u>1,300</u>	<u>87</u>		<u>106.7 %</u>
	Net Expenditure over Income	<u>-1,231</u>	<u>-1,000</u>	<u>231</u>		
102 Village Greens						
1236	Outdoor Maintenance	6,943	16,500	9,557	9,557	42.1 %
1237	Outdoor Planting	1,083	1,200	117	117	90.2 %
1239	VG-Utilities	174	100	-74	-74	173.7 %
	Village Greens :- Expenditure	<u>8,200</u>	<u>17,800</u>	<u>9,600</u>	<u>0</u>	<u>9,600</u> <u>46.1 %</u>
1280	VG-Hire Income	460	500	-40		92.0 %
1281	VG- Utilities Income	81	150	-69		54.3 %
3188	CC Grants & Donations	250	0	250		0.0 %
	Village Greens :- Income	<u>791</u>	<u>650</u>	<u>141</u>		<u>121.8 %</u>
	Net Expenditure over Income	<u>7,408</u>	<u>17,150</u>	<u>9,742</u>		
104 Amenities General						
1436	Skate & Play areas	186	1,500	1,315	1,315	12.4 %
1447	Dog Fouling	2,250	3,000	750	750	75.0 %
	Amenities General :- Expenditure	<u>2,436</u>	<u>4,500</u>	<u>2,065</u>	<u>0</u>	<u>2,065</u> <u>54.1 %</u>
1400	Amenities grants/donations	13,116	6,000	7,116		218.6 %
	Amenities General :- Income	<u>13,116</u>	<u>6,000</u>	<u>7,116</u>		<u>218.6 %</u>
	Net Expenditure over Income	<u>-10,681</u>	<u>-1,500</u>	<u>9,181</u>		
105 Outdoor Maintenance						
1501	Outdoor Maintenance Equipment	2,480	1,000	-1,480	-1,480	248.0 %
	Outdoor Maintenance :- Expenditure	<u>2,480</u>	<u>1,000</u>	<u>-1,480</u>	<u>0</u>	<u>-1,480</u> <u>248.0 %</u>
	Net Expenditure over Income	<u>2,480</u>	<u>1,000</u>	<u>-1,480</u>		
203 Street Lighting						
2314	SL-Power	1,785	1,700	-85	-85	105.0 %

Month No : 10

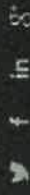
Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
2336 Streetlights	5,390	4,000	-1,390		-1,390	134.7 %
Street Lighting :- Expenditure	<u>7,174</u>	<u>5,700</u>	<u>-1,474</u>	<u>0</u>	<u>-1,474</u>	<u>125.9 %</u>
Net Expenditure over Income	<u>7,174</u>	<u>5,700</u>	<u>-1,474</u>			
601 Cemetery						
6123 Cemetery Admin	274	250	-24		-24	109.6 %
6151 BU- Cemetery Rates	459	400	-59		-59	114.6 %
6152 BU-Memorial Repairs	0	200	200		200	0.0 %
Cemetery :- Expenditure	<u>733</u>	<u>850</u>	<u>117</u>	<u>0</u>	<u>117</u>	<u>86.2 %</u>
6180 BU-Burial Fees	5,321	4,000	1,321			133.0 %
6181 Use 6180	0	4,000	-4,000			0.0 %
Cemetery :- Income	<u>5,321</u>	<u>8,000</u>	<u>-2,679</u>			<u>66.5 %</u>
Net Expenditure over Income	<u>-4,588</u>	<u>-7,150</u>	<u>-2,562</u>			
Amenities & Services :- Expenditure	<u>21,177</u>	<u>30,150</u>	<u>8,973</u>	<u>0</u>	<u>8,973</u>	<u>70.2 %</u>
Income	<u>20,615</u>	<u>15,950</u>	<u>4,665</u>			<u>129.3 %</u>
Net Expenditure over Income	<u>562</u>	<u>14,200</u>	<u>13,638</u>			

F3090

Designed to deal with UK grass growing conditions, few mowers are better suited to face the high demands placed upon groundsman, greenkeepers and landscape contractors by our unpredictable climate. With auto assist 4WD as standard and an impressive 30.6 HP engine, the F3090 benefits from power steering, hydraulic mower lift, HST shaft driven mower and transmission

[DOWNLOAD TECHNICAL DOCUMENT](#)



in 8'



[BACK TO PRODUCT LIST](#)

David O'Driscoll

From: [REDACTED]
Sent: 14 January 2019 16:54
To: David O'Driscoll
Subject: Kubota tractor

Hi Mr O'Driscoll

Facts and figures for you:	Retail price	Deal price
Kubota F3090 tractor unit	£15050	£13395
Option of deck:		
60" side discharge deck	£2060	£18335
60" rear discharge deck	£2806	£2500
Mulching kit to suit either deck		£220
Road lighting kit		£450
Flashing beacon		£110
Road registration		£55.00

You have the option of rear or side discharge cutting deck, probably rear is safer as discussed earlier as it will not cover footpaths etc.

Prices includes assembly, delivery and installation with the operators to show them general maintenance and operation.

I can allow £1000 for the Kubota GR2120S that is currently in my workshop.

Be aware we are expecting a price increase early February, any orders placed before then, even if not fulfilled will be honoured at prevailing price.

The complete machine is currently available from stock at Kubota.

The above prices are subject to vat.

Regards

[REDACTED]
[REDACTED]
[REDACTED]

Double Space-Liner™ Orderly Barrow

EXCELLENT SERVICE

★★★★★

£125.00 reb-pp

EST. 2016 | 100% 5★ feedback

Print page

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The Double Space-Liner is an outdoor robust litter collection orderly barrow which allows for the collection and segregation of two different waste streams. Ideal for Local Authorities.



£838.95
excluding VAT
£1006.74 inc. VAT
includes free delivery*

Add to Basket

How can I pay?

Request a Quote

Quantity:

Tyres:

Lid & Moulding colour:

Brake unit +£33.69

Extra sack ring & fixings +£16.81

Recycling divider (main bin) +£91.17

Operator's box partition +£25.29

Sack hook (set of 2) +£14.21

Price includes delivery
*valid for mainland UK and Northern Ireland

Reviews click to view

Product News

Product F.A.Q.

If you are working on the roads, whether you are digging up the roads, reinstating or just need to barrier an area while you are cutting a tree or working in a distribution board. There are 9 different units for the operative training. If you are the one who is going to be carrying out the digging/ setting out work, you will need to complete the NRSWA Operative training. If you aren't going to be doing any of the setting out or digging but have been told that you need a NRSWA ticket you will need to complete the NRSWA Supervisor course. If you have completed your Supervisor card you aren't covered to be an Operative.

[NRSWA Operative](#) units are as follows;

- 001 – Location & avoidance of underground apparatus
- 002 – Signing, lighting and guarding
- 003 – Excavation in the highway
- 004 – Reinstatement & compaction of backfill materials
- 005 – Reinstatement of sub base & road in non bituminous materials
- 006 – Reinstatement of cold-lay bituminous materials
- 007 – Reinstatement of hot lay bituminous materials (subject to centre)
- 008 – Reinstatement of concrete slabs (subject to centre)
- 009 – Reinstatement of modular surfaces and concrete footways

The [NRSWA Supervisor](#) units are;

- 001 – Location and avoidance of underground apparatus
- 010 – Monitoring, signing, lighting and guarding
- 011 – Monitoring excavation in the highway
- 012 – Monitoring reinstatement & compaction of backfill layer
- 013 – Monitoring reinstatement of sub and road base in non bituminous material
- 014 – Monitoring reinstatement of bituminous materials (may not be included in the course)
- 015 – Monitoring reinstatement of concrete slabs (may not be included in the course)
- 016 – Monitoring reinstatement of modular surfaces and concrete footways

We run the NRSWA courses UK wide at training centres. The unit combinations vary at each of the training centres, the most popular unit combination on the Operative training is units 1-6+ 9 and then on the Supervisors 1, 10- 14+ 16. To complete those units it works out as a 5 day course. You can check prices, locations and dates on the [NRSWA Operative](#) or the [NRSWA Supervisor](#) pages. Bookings can be made direct on our website as well.

Amenities & Services Committee Meeting - Tuesday 5th February 2019

Allotments Waiting List

- 4 people on the waiting list inside the Parish.
- 2 people on the waiting list outside the Parish.

Raised Beds Waiting List

- Nobody on the waiting list.

Site Rep

- **Vacancy for The New Site: -**
Vacancy notices will be advertised on the 2 noticeboards on the sites.

Hedges

- A big Thank You to John Coomber and Harry Curtis for their hard work and the excellent job they have done cutting the hedges around the allotments.

Johnson's Field & New Site Agreements

- Both sets of Agreements have been updated – amendments hi-lighted in RED and copies attached.

Plot Holder Requests

- **New plot holder asking if they can use a BBQ on their plot: -**
Would we be allowed to use a BBQ on our plot. A little one or a small fire pit if put on slabs?
- **Plot holder asking if they can have a small mobile chicken run to temporarily use outside their plot: -**
Is possible to have a small mobile chicken run of 6 x 4' temporarily out on the grass between my allotment and the next one so that my chickens can eat the grass occasionally. It would not get in the way of the lawnmowing since that strip is not known by your contractors. Please would you let me know what someone from the council would say to this thank you.

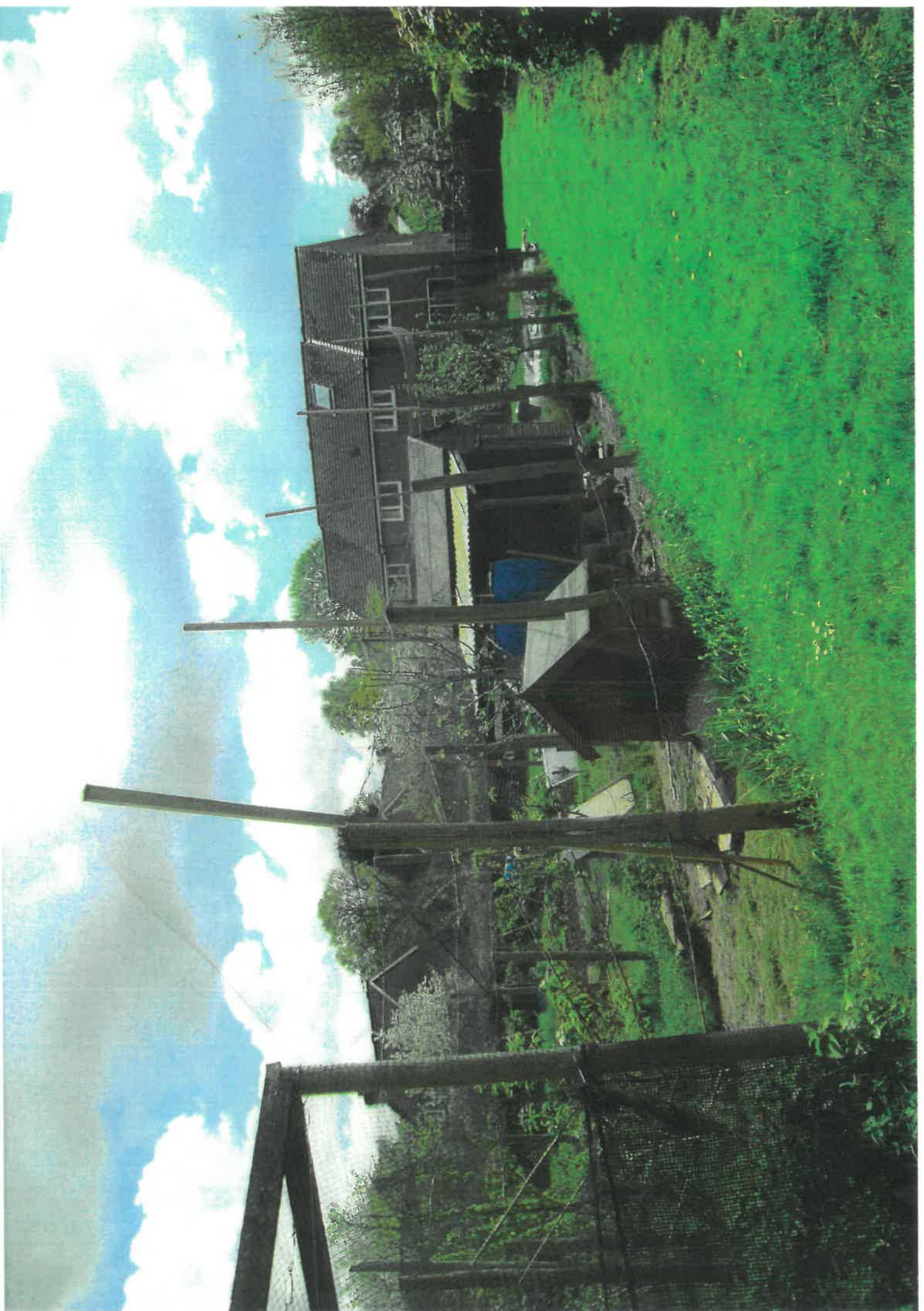
Plot 25

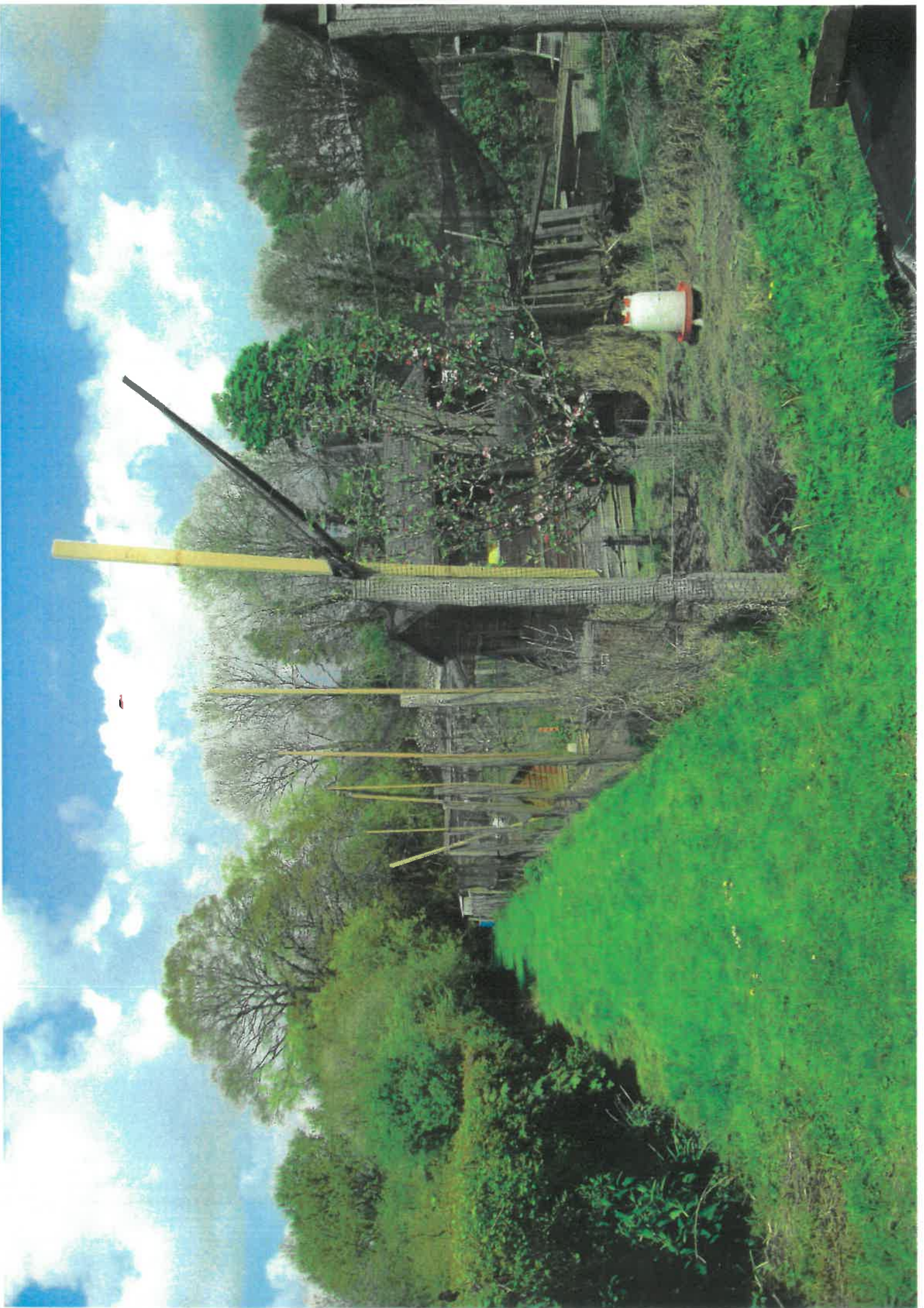
- Letter to be sent to inform plot holder to lower one side of his allotment poles to the same height as the other side, allowing the netting covering the top to lay flat – pictures attached.

Site Inspection

- Weather permitting, a site inspection will be carried out in February/March.









JOHNSON'S FIELD ALLOTMENTS, MEDWAY DRIVE, FOREST ROW

An Agreement made this day of two thousand and

Between Forest Row Parish Council (hereinafter called the Council) of the one part ,
and
of
(hereinafter called the Tenant) of the other part

Whereby the Council agrees to let and the Tenant agrees to hire as a yearly tenant from
the day of two thousand and
the Allotment Garden Plot numbered in the Register of Allotment Garden Plots provided by the
Council at the yearly rent of £ payable annually, and at half annual fee if taken after thirty first day
of March *together with a right of way over the land coloured blue and edged red save that this right does
not extend over any other tenant's Garden Plot.*

The tenancy is subject to the following conditions:-

1. The rent shall be paid on the first day of October in each year and shall increase by £1 every two years, commencing October 2005.
2. The Tenant shall cause the land to be used for Allotment Gardens only (that is to say wholly or mainly for the production of vegetable or crops for consumption by the Tenant and his (her) family) and for no other purpose.
3. The Tenant shall keep the Garden Plot free from debris, free from weeds and in a good state of cultivation and fertility and in good condition within the marked confines of the numbered plot. Garden waste is to be composted on site or removed and disposed of off-site in a proper manner. *Bonfires should be lit only when suitable and should be supervised at all times while alight.*
4. All water containers/collectors must be covered safely with a suitable child proof wire or lid.
5. The Tenant shall at all times supervise children to ensure their safety and to protect other plots from avoidable damage. Any dogs brought to the plot to be leashed and tethered and not to roam or foul the area to protect other plots from avoidable damage. Any dog litter resulting to be cleared up and disposed of in a proper manner.
6. The Tenant shall not cause *or permit* any nuisance or annoyance to the occupier of any other Allotment Garden, *or neighbouring property*, or obstruct or encroach on any path set out by the Council for the use of the occupiers of the Allotment Garden Plot. *Mowers, strimmer's and cultivators should not be used before 10.00AM on Sunday mornings.*
7. The Tenant shall not underlet, assign, or part with the possession of the Allotment Garden Plot or any part of it without the written permission of the Council.
8. The Tenant shall not, without the written consent of the Council, cut or prune any timber or other trees, or take, sell, or carry away any mineral, gravel, sand, earth or clay.

Forest Row Parish Council – February 2019

9. The Tenant shall keep in good condition the verge adjacent to his/her plot. The plot's edges are to be kept straight and trimmed. Each adjoining tenant shall be responsible for the upkeep of half of the paths adjacent to his/her plot.
10. The Tenant shall keep every hedge that forms part of his/her Allotment Garden plot properly cut and trimmed.
11. The Tenant shall not, without the written consent of the Council, erect any building or paved area on the Allotment Garden, provided that consent shall not be refused under this sub-paragraph to the erection of any building reasonably necessary for the purpose of keeping chickens. Reasonable numbers of hens to a maximum of 6 are the only livestock to be kept on the allotments. The keeping of cockerels on allotments is prohibited. Bee hives are not permitted on the Allotment Garden plot. Tool sheds may be allowed limited in size to 6' x 4' and standard height upon written consent of the Council.
12. GLASS buildings (greenhouses and cold frames) are not permitted. Existing structures will be allowed but should be replaced with small polytunnels and cloches (not glass) without permanent foundations when such replacement is needed. All new small polytunnels and cloches (without permanent foundations only) will need to be approved by the Council.
13. The tenant shall not, without the written permission of the Council, plant any trees, bushes, or other crops that require more than twelve months to mature. Fruit trees/bushes are permitted provided they are on dwarfing root stock, e.g. M27/EMLA27, very dwarfing. If trees are planted, branches should remain within the plots boundary and they do not overshadow neighbouring plots.
14. The Tenant shall not use barbed wire for a fence adjoining any path set out by the Council for the use of the occupiers of the Allotment Garden Plot.
15. The Tenant shall, as regards the Allotment Garden Plot, observe and perform all conditions and covenants under which the Council holds the land.
16. No unauthorised notice or advertisement is to be erected on the Allotment Garden site or gates and fences bounding the Allotment Garden site.
17. Any Member or Officer of the Council shall be entitled at any time when directed by the Council to enter and inspect the Allotment Garden Plot.
18. The Council shall have the right to refuse admittance to any person other than the Tenant or a member of his/her family to the Allotment Garden unless accompanied by the Tenant or a member of his/her family.
19. Any case of dispute between the Tenant and any other occupier of an Allotment Garden Plot in the Allotment Garden Plot Field shall be referred to the Council whose decision shall be final
20. The Tenant shall inform the Council immediately of any change of address.
21. It would be much appreciated if the Tennant notified the Council promptly if any changes of circumstances leads to the plot showing signs of neglect.
22. The Tenant shall notify the Council in writing immediately of any outbreak or suspected outbreak of any notifiable disease of crops or livestock on the site. (A list is available in the Parish Council Office). The growing or cultivation of GM crops on the Allotment Garden Plot is prohibited. When using any sprays, the Tenant shall:
 - a. Ensure that all reasonable steps are taken that adjoining hedges trees and crops are not adversely affected;

- b. NOT USE chemicals that are harmful to birds and animals. Vermin, including wasps nests, to be treated by a licensed operator.
23. The tenancy of the Allotment Garden Plot shall terminate on the yearly rent day next after the death of the Tenant and shall also terminate whenever the tenancy or right of occupation of the Council terminates. It may also be terminated by the Council by re-entry after one month's notice, having been given due notification in writing:-
- a. If the rent is in arrears for not less than 40 days.
 - b. If the Tenant is not duly observing the Rules affecting the Allotment Garden, or any other term or condition of his tenancy, or if the Tenant becomes bankrupt or compounds with his creditors; or
 - c. If the Council deems that the plot is not kept well cultivated with sufficient healthy edible crops or flowers.
24. The Allotment Garden Plot shall not be used, or be permitted to be used, by the Tenant for:
- a. any offensive, noisy, dangerous, illegal, immoral or improper purposes;
 - b. the keeping of animals, bees or live birds, other than chickens;
 - c. any exhibition or entertainment;
 - d. any public meeting;
 - e. any sale by public auction;
 - f. any residential purposes;
 - g. market garden purposes;
25. The Tenant shall not obstruct the accessway, shown coloured blue on the Plan, and shall only park one vehicle where permitted by the Council.
26. Only watering cans are to be used for watering plots.
27. Temporary access by vehicle to the nearest access point to the Allotment Garden Plot is only permitted for the collection of garden rubbish and the delivery and collection of heavy goods, eg manure/ sacks of potatoes.

This Agreement is subject at all times to any further Rules and Provisions which the Parish Council may see fit to decide in the interests of all Allotment Garden Plot holders.

Signed.....
Clerk to the Council

Signed.....
Tenant

NEW SITE **GARDEN PLOTS**, MEDWAY DRIVE, FOREST ROW

An Agreement made this day of two thousand and

Between Forest Row Parish Council (hereinafter called the Council) of the one part
and

of

(hereinafter called the Tenant) of the other part

Whereby the Council agrees to let and the Tenant agrees to hire as a yearly tenant from
the day of two thousand and
the Garden Plot numbered in the Register of Garden Plots provided by the Council at the yearly
rent of £ payable annually, and at half annual fee if taken after thirty first day of March together
with a right of way over the land coloured blue and edged red save that this right does not extend over
any other tenant's Garden Plot.

The tenancy is subject to the following conditions:-

1. The rent shall be paid on the first day of October in each year and shall increase by £1 every two years, commencing October 2005.
2. The Tenant shall cause the land to be used for **Garden Plots** only (that is to say wholly or mainly for the production of vegetable or crops for consumption by the Tenant and his/her family) and for no other purpose.
3. The Tenant shall keep the Garden Plot clean, free from weeds and well-manured, in a good state of cultivation and fertility and in good condition within the marked confines of the numbered plot. Garden waste is to be composted on site or removed and disposed of off-site in a proper manner. **Bonfires should be lit only when suitable and should be supervised at all times while alight.**
4. All water containers/collectors must be covered safely with a suitable child proof wire or lid.
5. The Tenant shall at all times supervise children to ensure their safety and to protect other plots from avoidable damage. Any dogs brought to the plot to be leashed and tethered and not to roam or foul the area to protect other plots from avoidable damage. Any dog litter resulting to be cleared up and disposed of in a proper manner.
6. The Tenant shall not cause or permit any nuisance or annoyance to the occupier of any other Allotment Garden, or neighbouring property, or obstruct or encroach on any path set out by the Council for the use of the occupiers of the Garden Plot. **Mowers, strimmer's and cultivators should not be used before 10.00AM on Sunday mornings.**
7. The Tenant shall not underlet, assign, or part with the possession of the Garden Plot or any part of it without the written permission of the Council.
8. The Tenant shall not, without the written consent of the Council, cut or prune any timber or other trees, or take, sell, or carry away any mineral, gravel, sand, earth or clay.

Forest Row Parish Council – February 2019

9. The Tenant shall keep in good condition the verge adjacent to his/her plot. Each adjoining tenant shall be responsible for the upkeep of half of the paths adjacent to his/her plot.
10. The Tenant shall keep every hedge that bounds part of the Garden Plot properly cut and trimmed.
11. The Tenant shall not, without the written consent of the Council, erect any building **or paved area** on the Garden plot. Bee hives are not permitted on the Garden plot. Tool sheds may be allowed limited in size to 6' x 4' and standard height upon written consent of the Council.
12. GLASS buildings (greenhouses and cold frames) are not permitted. Existing structures will be allowed but should be replaced with small polytunnels and cloches (not glass) without permanent foundations when such replacement is needed. All new polytunnels and cloches (without permanent foundations) need to be approved by the Council.
13. The tenant shall not, without the written permission of the Council, plant any trees, bushes, or other crops that require more than twelve months to mature. Fruit trees/bushes are permitted provided they are on dwarfing root stock, e.g. M27/EMLA27, very dwarfing. **If trees are planted, branches should remain within the plots boundary and they do not overshadow neighbouring plots.**
14. The Tenant shall not use barbed wire for a fence adjoining any path set out by the Council for the use of the occupiers of the Garden Plot.
15. The Tenant shall, as regards the Garden Plot, observe and perform all conditions and covenants under which the Council holds the land.
16. No unauthorised notice or advertisement is to be erected on the Garden Plot or gates and fences bounding the Garden Plot site.
17. Any Member or Officer of the Council shall be entitled at any time when directed by the Council to enter and inspect the Garden Plot.
18. Except in an emergency, Wealden District Council may have access to the site upon seven days written notice to the Parish Council, and during normal business hours.
19. The Council shall have the right to refuse admittance to any person other than the Tenant or a member of his/her family to the Garden Plot unless accompanied by the Tenant or a member of his/her family.
20. Any case of dispute between the Tenant and any other occupier of a Garden Plot in the Garden Plot Field shall be referred to the Council whose decision shall be final.
21. The Tenant shall inform the Council immediately of any change of address.
22. **It would be much appreciated if the Tennant notified the Committee promptly if any changes of circumstances leads to the plot showing signs of neglect.**
23. The Tenant shall notify the Council in writing immediately of any outbreak or suspected outbreak of any notifiable disease of crops on the site. (A list is available from the Parish Council Office). The growing or cultivation of GM crops on the Garden Plot is prohibited. When using any sprays, the Tenant shall:-
 - a. Ensure that all reasonable steps are taken that adjoining hedges trees and crops are not adversely affected; and
 - b. NOT USE chemicals that are harmful to birds and animals. Vermin, including wasps nests, to be treated by a licensed operator.

24. The tenancy of the Garden Plot shall terminate on the yearly rent day next after the death of the Tenant and shall also terminate whenever the tenancy or right of occupation of the Council terminates. It may also be terminated by the Council by re-entry after one month's notice, having been given due notice in writing:-
 - a. If the rent is in arrears for not less than 40 days.
 - b. If the Tenant is not duly observing the Rules affecting the Garden Plot, or any other term or condition of his tenancy, or if the Tenant becomes bankrupt or compounds with his creditors, or
 - c. If the Council deems that the plot is not kept well cultivated with sufficient healthy edible crops or flowers.

25. The Garden Plot shall not be used or be permitted to be used by the Tenant for:-
 - a. any offensive, noisy, dangerous, illegal, immoral, or improper purposes;
 - b. the keeping of live birds or animals or bees
 - c. any exhibition or entertainment;
 - d. any public meeting;
 - e. any sale by public auction;
 - f. any residential purposes;
 - g. market garden purposes;

26. The Tenant shall not obstruct the accessway, shown coloured blue on the Plan, and shall only park one vehicle where permitted by the Council.

27. Only watering cans are to be used for watering plots.

28. Temporary access by vehicle to the nearest access point to the Garden Plot is only permitted for the collection of garden rubbish and the delivery and collection of heavy goods, eg manure/ sacks of potatoes.

29. The tenancy may also be terminated by the Council or Tenant by twelve months' notice in writing at any time after five years upon notice being received from Wealden District Council for the termination of the Lease with the Parish Council.

30. This Agreement is subject at all times to any further Rules and Provisions which the Parish Council may see fit to decide in the interests of all Garden Plot holders.

Signed.....
 Clerk to the Council

Signed.....
 Tenant

NB

- The freehold of the ground on which the new Garden Plots will be located is owned by Wealden District Council and in five years time they will be entitled to increase the rent payable by the Parish Council, and if that increase exceeds the total rental income of the Garden Plots on the Medway Drive land, then the Parish Council may need to pass that increase on to the Garden Plot holders.

- **Should Wealden District Council require the Council to vacate the Medway Drive site at any time after five years and with due notice being given, all Garden Plot holders shall return the property to the Parish Council in the state and condition in which this lease requires them to keep it.**

The Great Wealden Spring Clean is coming...

WEALDEN is again supporting the Great British Spring Clean campaign which aims to inspire as many people as possible to join forces to clear the litter that blights our landscape and threatens our wildlife.

Over the past three years this, now annual, event has seen an unprecedented take-up in the Wealden District and there is now a dedicated army of Wealden litter picking heroes publically taking a stand against littering.

Next year we will be calling on towns, parishes, community groups, organisations and individuals to join this army and help remove as much litter-particularly

single-use plastic litter - from our environment as possible. This public display of action sends a clear message that littering, in all forms, is unacceptable.

Wealden District Council will be supporting the campaign by providing litter picking equipment, waste sacks and waste collection services to individuals and groups that have registered their event on the Great British Spring Clean website.

The campaign will run for a month from 22 March to 23 April 2019 so there is plenty of time to mobilise your communities and arrange your litter pick. So save the date for the 2019 Great



Frant's 2018 litter haul

Wealden Spring Clean and join us in taking a stand against litter in Wealden.

More details will be issued via press releases and the Parish Bulletin in the New Year. You can register your interest by emailing: springclean@wealden.gov.uk

 Litter picking equipment will be issued on a first-come-first-served basis.

David O'Driscoll

From: Janet Lamprell
Sent: 28 January 2019 16:29
To: David O'Driscoll
Subject: FW: Circus Petite

-----Original Message-----

From: [REDACTED]
Sent: 28 January 2019 16:25
To: Janet Lamprell <info@forestrow.gov.uk>
Subject: Circus Petite

Following our 4th Tour in September we are looking for some new places to bring our high quality family friendly show too.

We would love to visit Forest Row sometime during 2019.

Unlike most circuses our beautiful 15 meter diameter tent and the rest of our equipment is transported in transit size vans.

And unlike most we offer a uniquely intimate performance where everyone feels part of the show.

Please check out the many 5 star reviews on Facebook as well as all the recommendations and not forgetting our celebrity endorsement on Twitter!

Circus Petite features Justo the clown (Justin Appleyard) former owner of Circus Ricardo.

Of course we also have all the relevant health & safety paperwork and insurance documents.

Any questions please don't hesitate to ask?

Hopefully hear from you soon,

Kind regards,

[REDACTED]
[REDACTED]
[REDACTED]

MEMORIALS AND INSCRIPTIONS APPROVED SINCE THE LAST MEETING ON 6th NOVEMBER 2018

DEEDS OF GRANT OF EXCLUSIVE RIGHT TO BURIAL ISSUED SINCE THE LAST MEETING

DEED 1326	GOR230	FLORY
DEED 1327	EB57	O'NEILL

DEEDS OF GRANT TRANSFERRED SINCE THE LAST MEETING

MEMORIALS AND ADDITIONAL INSCRIPTIONS AGREED SINCE THE LAST MEETING

DEED 1316	EB61	HEADSTONE & BASE	FLAIG
DEED 1294	EB85	HEADSTONE & BASE	HOLMES
DEED 1313	EB42	HEADSTONE & BASE	LEUNG
DEED 1318	EB62	HEADSTONE & BASE	TYLER
DEED 1269	EA54	HEADSTONE & BASE	COX

HEADSTONES LAID DOWN FOR SAFETY SINCE THE LAST MEETING

NONE

REPORT ON ISSUES IN FOREST ROW CEMETERY

NOTHING TO REPORT

WAR MEMORIAL

NOTHING TO REPORT



26th November 2018



The Parish Clerk
Forest Row Parish Council



Subject: Gates to Cemetery Forest Row.

Attached please find quotation from  for the supply and installation of new gates.

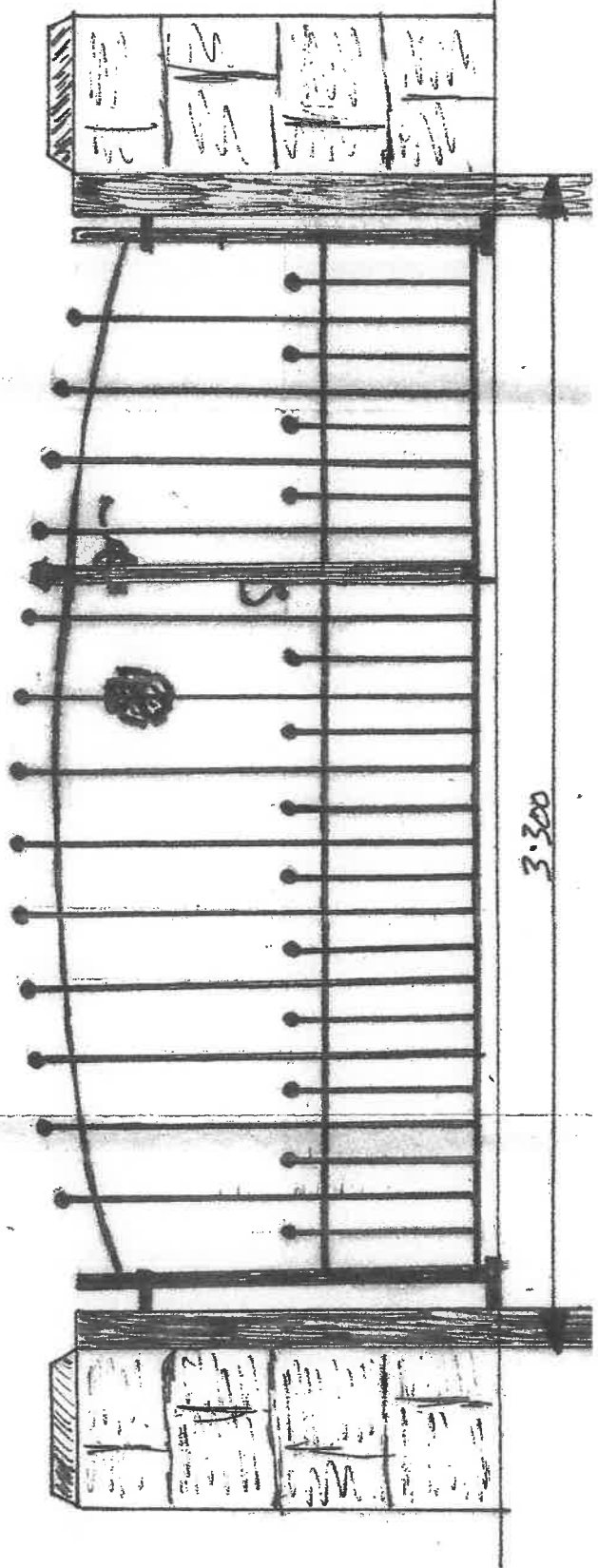
As discussed in our previous meetings we are prepared to contribute to the manufacture and installation of the proposed gates to the sum of £600-00, the balance payable by the Parish.

If this is acceptable to the Council we would like to instruct  proceed.

Yours sincerely



1350 Centre



3.300

Make and fit gates to cemetery grounds at Priory Road, Forest Row.

Using large box section post cemented into ground in front of existing stone pieces with a $\frac{1}{2}$ length gate to one post and a small opening pedestrian gate connected to other post. Total span 3.3m, centre height of 1.35m. Back style of gate 30mm square solid, bottom rail 30mm X 15mm, middle and top 30mm X 8mm flat. Vertical bars 16mm round with 30mm spheres to top. Finished red oxide primer, top coat of black.

£1,200.00

VAT @ 20% £240.00

TOTAL: £1,440.00

I look forward to hearing from you.

50% deposit required on placing of order. Estimate valid for 6 months from date.