

# Forest Row Parish Council

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



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

To: All members of FOREST ROW PARISH COUNCIL:  
Cllrs. Josephson (Chairman), Davies, Hill, R Lewin,  
T Lewin, McNally, Miller, Moore, Pritchitt,  
Rosenboom, Summers, Williams, Withers and  
Wogan

Community Centre  
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East Sussex  
RH18 5DZ

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Dear Sir/Madam,  
Your attendance is required at a meeting of the  
FOREST ROW PARISH COUNCIL to be held on

Date: 19<sup>th</sup> May 2020

**TUESDAY 26<sup>th</sup> MAY 2020 via Zoom at 7.30 PM.**

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

Mr David O'Driscoll  
Clerk to Forest Row Parish Council

THE FIRST FIFTEEN 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
2. APOLOGIES FOR ABSENCE
3. RECORDS OF PREVIOUS MEETING
  - 3.1 To approve the minutes of the Meetings of Council on 26<sup>th</sup> November 2019 & 7<sup>th</sup> January 2020
  - 3.2 To consider any objections to deletion of the digital transcript of those meetings
4. CLARIFICATION OF ACTIONS FROM THE ABOVE MEETINGS of 26/11/19 & 07/01/20
5. TO NOTE AND APPROVE LIST OF DELEGATED DECISIONS
6. TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW
7. CHAIRMANS COMMENTS

### TO NOTE REPORTS

8. CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION:
  - 8.1 Financial year end & audits
  - 8.2 Outdoor works
  - 8.3 Waste Recycling Action Group
  - 8.4 Strategic Plan group
  - 8.5 Consultation with Forest Row Energy
  - 8.6 Skate Park Extension
  - 8.7 Part-time additional warden
  - 8.8 FRSGA lease
9. COUNTY COUNCILLOR(S)
10. DISTRICT COUNCILLOR(S)

11. STANDING COMMITTEES
12. COMMUNITY WARDEN
13. REPRESENTATIVES ON OUTSIDE BODIES (if any)

**MATTERS FOR CONSIDERATION / DECISION**

14. TO CONSIDER & RESOLVE ON A TENANT FOR THE OLD VENU BUILDING
15. TO CONSIDER WHETHER TO REVISIT THE '5G RESOLUTION' OF 26/11/20
16. TO CONSIDER & RATIFY IF APPROPRIATE THE AMENDED ENVIRONMENTAL POLICY
17. NOTICES, CONSULTATIONS & CORRESPONDENCE (IF ANY)
18. TO NOTE ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR REFERRAL TO COMMITTEE.

**“This meeting will be held electronically via ZOOM, and the meeting ID and password will be circulated separately to Members. The meeting is also open to public attendance (with an initial period for public questions), but for security reasons, any member of the public wishing to participate is asked to telephone or email the Parish Clerk in advance (01342 822661 or [parishclerk@forestrow.gov.uk](mailto:parishclerk@forestrow.gov.uk)) for the access codes.”**

**COUNCILLORS' BRIEFING FOR THE MEETING OF FULL COUNCIL  
ON 26<sup>th</sup> MAY 2020**

1. **PUBLIC QUESTIONS** None signified in advance
2. **APOLOGIES FOR ABSENCE** None signified in advance
3. **RECORDS OF PREVIOUS MEETINGS** Meetings of 26<sup>th</sup> Nov 2019 & 7<sup>th</sup> Jan 2020. The minutes for the Annual Meeting of Council will be considered at the next meeting.
4. **CLARIFICATION OF ACTIONS FROM LAST MEETING**  
*ACTION: to discharge as appropriate*
5. **TO NOTE & APPROVE LIST OF DELEGATED DECISIONS:** list attached to backing papers.  
*ACTION: to note*
6. **DECLARATIONS OF INTEREST/ REQUESTS FOR DISPENSATION** Members who have a financial interest in any of the items covered by this agenda may wish to declare a personal interest. However, occasional users of services or volunteers need not be concerned.  
*ACTION: to note*
7. **CHAIRMAN'S COMMENTS**

**TO NOTE REPORTS**

8. **TO NOTE CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION**
  - 8.1 Financial year end & audits. RBS completed the year-end accounts on 15<sup>th</sup> April. All entries were satisfactory, and the balance sheet disclosed a modest surplus over forecast. The internal auditor is due to sign them off on 3<sup>rd</sup> June. Council will need to approve the Annual Return, for which the current plan is to hold a short extra-ordinary meeting in June.
  - 8.2 Outdoor works. Outdoor works have continued as usual, with appropriate safeguards. We have negotiated with Maresfield PC to hire our maintenance crew to them for 2 days/ month in summer on a paid but not-for-profit basis. This is in addition to the days worked in Forest Row and has the insurers' approval. This arrangement is also continuing at present.
  - 8.3 Waste Recycling Action Group. Inevitably, progress on this has been disrupted by the coronavirus outbreak. However, the community consultation required for public works borrowing (to be overseen by AiRS), is virtually ready, and in parallel plans are in preparation for renovation works to the site. The working group is holding regular electronic meetings.
  - 8.4 Consultation with Forest Row Energy. This was trailed in Briefing on 17<sup>th</sup> April. There were various recommendations which the Property Committee will need to consider.
  - 8.5 Skate Park Extension/ Part-time additional warden/ FRSGA lease. All these items are currently dormant during the pandemic (some with more justification than others).*ACTION: to note (queries as appropriate)*

- 9 & 10 COUNTY & DISTRICT COUNCILLORS** All have been invited to participate in this meeting, and invited to supplement if appropriate the updates which both District, and to a lesser extent County, have been supplying during the pandemic (circulated in Councillors Reading).
- 11. STANDING COMMITTEES** Committee activity has been virtually dormant since the onset of the virus outbreak, but the Chairmen have been invited to give a brief conspectus of how they see the coming Council year.
- 12. COMMUNITY WARDEN.** Chris is continuing to work in both Forest Row & Crowborough and has provided a brief written report on his activities.
- 13. REPRESENTATIVES ON OUTSIDE BODIES.** Any members representing the Council on outside bodies who have relevant matters are invited to give an oral report to the meeting.

***ACTION: to note (queries as appropriate)***

#### **MATTERS FOR CONSIDERATION/ DECISION**

- 14. TO CONSIDER & RESOLVE ON A TENANT FOR THE OLD VENU BUILDING.**  
**PLEASE NOTE THAT THIS ISSUE IS STILL COMMERCIALY SENSITIVE, SO IN THE CONTEXT OF A PUBLIC MEETING THE CANDIDATES SHOULD BE REFERRED TO AS 'A' AND 'B'.**

This issue was discussed at Finance & Policy in February. Minute 35/20 records as follows:

“Cllr. R Lewin explained that the two proposals were very different at present and there was not a ‘like for like’ basis for the decision to be taken. The proposals were discussed, and it was AGREED that Cllr. R Lewin, Cllr. Williams and the Clerk would meet with both parties to clarify their proposals and any implications these may have for the Council.”

Those meetings took place on 11<sup>th</sup> March, and certain clarifications were obtained from both candidates, with a view to putting this matter to Full Council for a decision. However, the pandemic has disrupted a great many issues and forward timetables, and although neither candidate has said that their plans have changed, it is not known for certain whether their proposals will need modification.

Council has two options: it can either decide on a preferred candidate as a matter of principle, on the basis that the business aspect of the preferred proposal will then be finalised to our joint satisfaction, or we can ask both candidates for clarification of any changes they envisage as a result of the virus outbreak and its aftermath and defer this item to another Full Council.

- 15. TO CONSIDER WHETHER TO REVISIT THE ‘5G RESOLUTION’ OF 26/11/2019**

Council discussed in November 2019 what its approach should be to the introduction of 5G, and resolved on an amended proposal as follows:

“Forest Row Parish Council will not take a stance on the rollout of 5G until there is independent scientific evidence as to its safety.”

It appears that around the end of April a source unconnected with the Council issued an invitation to register objections to 5G with the Parish Clerk, and I have received a batch of approximately 35 emails, asking that the Council should strengthen its stance. One Member has asked that the question should be revisited by Council under the 6-month rule (S/O 8). For Council to decide, whether to re-open the issue and if so, whether to revise its approach.

***ACTION: to consider and resolve as appropriate***

**16. TO CONSIDER AND RATIFY IF APPROPRIATE THE AMENDED ENVIRONMENTAL POLICY**

As noted at the Annual Meeting, the Environmental Policy was revised by a working group and submitted to Finance & Policy, which requested some amendments. Council voted at the Annual Meeting to exclude this policy from its general approval of standing policies, in order to modify the wording referring to 'the village and surrounding areas'. Cllr T Lewin will make a proposal available to this meeting, with a view to ratification.

***ACTION: to consider and ratify if appropriate***

**17. NOTICES, CONSULTATIONS & CORRESPONDENCE (IF ANY)**

At the time of drafting these notes there are no items which have not already been circulated to Members via Reading or Briefing.

**18. TO NOTE ITEMS FOR FUTURE CONSIDERATION BY FULL COUNCIL OR REFERRAL TO COMMITTEE**

## **COMMUNITY WARDEN REPORT 2020.**

**Due to the Covid-19 Virus I have not been able to carry out my role as effectively as usual.**

**Due to the lockdown there has been a large increase in fly tipping in both Forest Row & Crowborough. I have spent a lot of time partner agency working with Wealden District Council having a large amount of correspondence with Chris Bone (Waste Manager) & Chris Lambeth (Street Scene Officer) where various amounts of waste have been dumped in various locations.**

**The Recycling Centres In both Crowborough & Forest Row, have been particularly hit with large amounts of fly tipping. So much so that on Monday the 27<sup>th</sup> April the Forest Row recycling Centre was all emptied by Biffa with no waste left overnight a large fly tip had been carried out as I noticed in the morning of the 28<sup>th</sup> April. CCTV was checked and the vehicle responsible was found a clear Index number to get details. I contacted the CCTV contractor who came down to the office and downloaded the footage onto a memory stick. This was sent over to WDC for them to view the footage, and hopefully will get a prosecution carried out on the person who committed the offence.**

**I have been carrying out a large amount of foot patrols around the two areas that I am covering now, trying my best to provide visible reassurance as and when I can.**

**On Saturday 9<sup>th</sup> May I carried out a routine check round the VENUe only to discover that someone had been around the side of the building and had made a circular construction for a 'camp fire', with stones to make the circle and then a backfill of earth put round the outside of the stones. Photos were taken and given to the Clerk as evidence, I then dismantled the construction.**