

# 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,  
Spackman, Summers, Waters, Williams, Withers  
and Wogan

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  
FOREST ROW PARISH COUNCIL to be held on

**TUESDAY 8<sup>th</sup> DECEMBER 2020** via Zoom at **7.30  
PM.**

Date: 22<sup>nd</sup> July 2020

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 28<sup>th</sup> July, 22<sup>nd</sup> & 29<sup>th</sup> September & 3<sup>rd</sup> November 2020
  - 3.2 To consider any objections to deletion of the digital transcript of those meetings
4. CLARIFICATION OF ACTIONS FROM THE ABOVE MEETINGS
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 The new website
  - 8.2 Government 'Kickstart' scheme
  - 8.3 Community Centre regime
  - 8.4 Progress of budget
9. COUNTY/DISTRICT COUNCILLOR(S)
10. CHAIRMEN OF STANDING COMMITTEES
11. REPRESENTATIVES ON OUTSIDE BODIES (if any)
12. COMMUNITY WARDEN

**MATTERS FOR CONSIDERATION / DECISION**

13. THE EFFECT OF THE PANDEMIC ON COUNCIL FINANCES
14. TENANCY OF THE FORMER 'VENU' BUILDING
15. '20'S PLENTY' CAMPAIGN
16. PROPOSAL FOR APPLICATION OF A LEGACY
17. MEMBER PROPOSAL FOR A 'MEETING FEEDBACK FORM'

**CONFIDENTIAL MATTERS**

*If relevant: Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the committee believes that the public and press to be excluded from the meeting on the grounds of the confidential nature of the business to be transacted.*

18. REPORT FROM PERSONNEL COMMITTEE ON MEMBERS' & STAFF USE OF SOCIAL MEDIA
19. NOTICES, CONSULTATIONS & CORRESPONDENCE (IF ANY)
20. 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.”**

**FULL COUNCIL**

**BACKING PAPERS FOR MEETING 8<sup>th</sup> DECEMBER 2020**

	<b>Description</b>	<b>Page nos</b>
	Clerk's briefing note	1-3
5.	List of delegated decisions	4
12.	Community Warden Report	5
13.	Financial Report as at end month 8	6-11
15.	"20's Plenty for Us" FAQ sheets	12-14
17.	Feedback form template	15

**COUNCILLORS' BRIEFING FOR THE MEETING OF FULL COUNCIL  
ON 28<sup>th</sup> JULY 2020**

1. **PUBLIC QUESTIONS** None signified in advance
2. **APOLOGIES FOR ABSENCE** None signified in advance
3. **RECORDS OF PREVIOUS MEETINGS** Three meetings to be considered:  
Ordinary Meeting of 28<sup>th</sup> July  
Extra-ordinary meetings of 22<sup>nd</sup> & 29<sup>th</sup> September &  
3<sup>rd</sup> November 2020
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 The new website. The new website is now live, at the previous internet address of [www.forestrow.gov.uk](http://www.forestrow.gov.uk). A great deal of staff time went into vetting and transferring the content, and hopefully the result will meet with approval. We still lack photographs for some Councillors & staff. No one is obliged, but it does not look good if there are too many blanks. Posting and amending content is mercifully much simpler than on the former site.

8.2 Government 'Kickstart'scheme. This is a scheme to provide, substantially at Government expense, 6 months' worth of basic work experience to young people on Universal Credit. Applicants are dealt with in batches of 30, which requires an umbrella organisation to handle the administration. Sussex Chamber of Commerce has offered to do this, and Finance & Policy have identified three possible opportunities within our workforce. We await contact from the Chamber of Commerce to take this forward.

8.3 Community Centre regime. Under the 'Tier 2' Government coronavirus restrictions, we can open the office for (socially distanced) personal callers, make the public toilets available, and allow indoor exercise (ie yoga) to covid-secure providers, or meetings for work/ educational purposes, but we shall insist on prior vetting of the risk assessment. The public library has limited opening under its own arrangements.

8.4 Progress of budget. All budget-holding Committees have now approved a draft departmental budget. A consolidated draft will shortly be provided together with a

commentary. Chairmen of Committees will also shortly be asked to participate (via Zoom) in the annual 'Star Chamber' meeting to consider the consolidated draft and Members will have an opportunity to comment at an Extra-ordinary meeting later this month. We are aiming to adopt the budget and set the 2021-22 precept at the meeting of 12<sup>th</sup> January.

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

9. **COUNTY & DISTRICT COUNCILLORS** Councillors from the principal authorities have been invited to attend via Zoom, and give an oral report if appropriate, but at the time of drafting this note, it is not known how many will join the meeting.

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

10. **CHAIRMEN OF STANDING COMMITTEES** Committee activity has been relatively dormant since the onset of the virus outbreak, so formal reports have not been requested. The Chairmen of their respective Committees have been invited to give an oral report on any matters of relevance.

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

11. **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)**

12. **COMMUNITY WARDEN.** A brief written report is included in the backing papers.

**ACTION: to note**

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

13. **THE EFFECT OF THE PANDEMIC ON COUNCIL FINANCES**

An informal meeting was held on 25<sup>th</sup> August for Committee Chairs & their deputies to examine & discuss the effect of the pandemic on the Council's finances. It was also resolved that there would be a similar opportunity provided to those Councillors who are not Chairs or Vice-Chairs. This is that opportunity, and a printout of the current state of the finances is attached to the backing papers to facilitate the discussion.

**ACTION: to consider as appropriate**

14. **THE PROPOSED LONG-TERM TENANCY OF THE OLD 'VENU' BUILDING**

This matter was discussed at the Property & Assets meeting of 3<sup>rd</sup> November and Committee resolved to ask the Director to put forward his longer-term proposals by the end of the year. These are, in summary (costings have been appended):

- Insulation & improved heating
- Conversion of lighting system
- Removal of redundant cabling
- Conclusion of a longer-term lease with reciprocal obligations.
- Costs of refurbishment borne by the charity & offset by a rent-free period.

The document submitted by the Director consists of 6 detailed pages about the proposed works, costs and timescale. It is suggested that if the agreement is approved in principle, it be referred to the Chairs of Finance & of Property & the Clerk, to conclude detailed terms.

**ACTION: to resolve accordingly**

**15. '20's PLENTY FOR US' SPEED REDUCTION CAMPAIGN**

The possibility of integrating Forest Row into this national campaign was debated at Community Services on 17<sup>th</sup> November after a presentation by two local residents. The decision was taken to refer the matter to Full Council. A sheet of 'FAQs' is attached to the backing papers. Cllr T Lewin may wish to speak to the proposal.

**ACTION: to resolve accordingly**

**16. PROPOSAL FOR THE APPLICATION OF A LEGACY**

This issue has been rumbling on for some months. Suggestions have been solicited but until recently nothing substantial had been forthcoming. The suggestion has now been made (aired at Community Services) that it should be applied in whole or part to the 'Men's Shed' service currently in preparation. Referred to Full Council to decide.

**ACTION: to resolve accordingly**

**17. TO CONSIDER A MEMBER'S PROPOSAL FOR A 'MEETING FEEDBACK' FORM**

One Councillor has expressed concerns that Members' feedback on issues raised in meetings does not 'travel' successfully for consideration at future meetings, but sometimes ends up in email exchanges which do not lend themselves to reproduction. Their submission reads: *"An established way for organisations to ensure that members feel their views are valued and their positive suggestions heard by all, is to implement a simple feedback form process for meetings. The ATTACHED TEMPLATE shows how within a few minutes, all council members can share their feedback - anonymously if preferred - and these can be shared with us via the office. This will mean that we have time to consider each other's suggestions and opinions before meetings and votes take place, which will reduce confusion and increase understanding."* The proposed template is with the backing papers for consideration.

**ACTION: to resolve accordingly**

*If appropriate: Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the committee believes that the public and press to be excluded from the meeting on the grounds of the confidential nature of the business to be transacted (under item 18).*

**18. REPORT FROM PERSONNEL COMMITTEE ON MEMBERS' & STAFF USE OF SOCIAL MEDIA**

In the light of certain recent postings on social media – principally on Facebook and regarding the recycling project - have led to the Personnel Committee reviewing the issue by the use by Members (and staff ) of social media where comments are made on items of current Council business or interest. The Committee will report to Council with such proposals for action as they deem necessary.

**ACTION: to resolve accordingly**

**19. CORRESPONDENCE, NOTICES, CONSULTATIONS**

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

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

# **FOREST ROW PARISH COUNCIL**

## **ACTION TAKEN UNDER DELEGATED AUTHORITY**

**PERIOD - from: 23/07/2020 to: 02/12/2020**

<b>DECISION TAKEN</b>	<b>REASONS</b>	<b>OFFICERS NAME</b>	<b>DATE OF DECISION</b>	<b>COST</b>
TREE WORKS	NECESSARY WORKS	APPROVED BY CHAIRS OF F&P AND A&S	27/08/2020	£970.00

## Community Warden Report

Due to the Covid-19 pandemic, my role has been rather limited with what I have been able to do as part of my job.

I have been able to meet up with the Highways steward when he has been in the area and raised pothole issues in Lower Road, and a guttering pipe in Hillside that has broken in the pavement and is now causing a potential trip hazard. This has been marked up now for repair works to be carried out.

I have been heavily involved with liaising with Chris Bone (WDC) Waste manager regarding the Recycling Centre in the carpark raising concerns about the state of the site. And the failure of Biffa not emptying the bins when they should be. Numerous photos have been taken and sent to Chris for evidence for his records and linking in with Chris Lambeth, the Wealden Street Scene officer, about fly tipping.

This has also been the case with The Croft Road Recycling Centre in Crowborough when I have been working over there.



## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Finance &amp; Policy</b>							
<b>401 Finance &amp; Administration</b>							
4176 FI-Precept Received	400,000	400,000	0			100.0%	
4180 Misc Income	13,843	1,000	(12,843)			1384.3%	
4181 FI-Wayleave Income	4	10	6			44.5%	
4182 FI-Devolved Services Income	735	1,450	715			50.7%	
4183 Community Warden Hire	8,056	11,000	2,944			73.2%	
4190 FI-Interest Received	308	1,300	992			23.7%	
Finance & Administration :- Income	<b>422,947</b>	<b>414,760</b>	<b>(8,187)</b>			<b>102.0%</b>	<b>0</b>
4100 PENSION TOP UP	3,752	4,000	248		248	93.8%	
4101 FI-Salaries	206,514	302,500	95,986		95,986	68.3%	
4102 FI-Payroll Outsource Costs	105	420	315		315	25.0%	
4103 FI-Contrib. to Library Salary	0	4,500	4,500		4,500	0.0%	
4108 FI-Staff Training/Travel	367	3,000	2,633		2,633	12.2%	
4110 Community Warden Costs	155	500	345		345	30.9%	
4111 Forest Rate	0	25	25		25	0.0%	
4120 Postage	180	1,300	1,120		1,120	13.8%	
4121 Telecommunications	4,955	7,500	2,545		2,545	66.1%	
4123 Stationery	196	750	554		554	26.1%	
4124 FI-Subscriptions	4,811	5,000	189		189	96.2%	
4125 FI-Insurance	8,352	8,000	(352)		(352)	104.4%	
4126 Printer/copier	2,568	3,500	932		932	73.4%	
4133 FI-Chairman's Fund	0	200	200		200	0.0%	
4134 FI-Parish Meeting	0	500	500		500	0.0%	
4135 FI-Councillors Training/Travel	299	1,000	701		701	29.9%	
4136 Security Checks	40	150	110		110	26.7%	
4137 FI-Members Allowances	710	5,000	4,291		4,291	14.2%	
4151 FI - Bank Charges	899	1,000	101		101	89.9%	
4156 FI-Legal & professional fees	6,169	5,500	(669)		(669)	112.2%	
4157 FI-Audit & Financial Managemen	2,533	3,500	967		967	72.4%	
4158 FI-Van Lease	1,811	2,750	939		939	65.9%	
4160 Office Equipment	3,418	300	(3,118)		(3,118)	1139.3%	
4161 Office Maintenance	0	700	700		700	0.0%	
4165 FI-Election Fund	0	1,000	1,000		1,000	0.0%	
4166 Wayleaves	26	50	24		24	51.4%	
4169 Community Occasion	17	500	483		483	3.4%	
7101 PR- Advertising/Publicity	0	100	100		100	0.0%	
7102 PR-Website	4,201	3,500	(701)		(701)	120.0%	
7110 PR-Newsletter & Distribution	0	500	500		500	0.0%	
Finance & Administration :- Indirect Expenditure	<b>252,078</b>	<b>367,245</b>	<b>115,167</b>	<b>0</b>	<b>115,167</b>	<b>68.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>170,869</b>	<b>47,515</b>	<b>(123,354)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>403 Other Grants</b>							
4360 Other Grants	934	7,000	6,066		6,066	13.3%	
4361 FRGSA Subsidy	0	2,000	2,000		2,000	0.0%	
Other Grants :- Indirect Expenditure	<u>934</u>	<u>9,000</u>	<u>8,066</u>	<u>0</u>	<u>8,066</u>	<u>10.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(934)</u>	<u>(9,000)</u>	<u>(8,066)</u>				
Finance & Policy :- Income	422,947	414,760	(8,187)			102.0%	
Expenditure	253,012	376,245	123,233	0	123,233	67.2%	
<b>Movement to/(from) Gen Reserve</b>	<u>169,935</u>						
<b><u>Amenities &amp; Services</u></b>							
<b>101 Allotments</b>							
1180 Allotment Rents	1,215	1,500	285			81.0%	
Allotments :- Income	<u>1,215</u>	<u>1,500</u>	<u>285</u>			<u>81.0%</u>	<u>0</u>
1135 Allotments-Water & Upkeep	141	300	159		159	47.0%	
Allotments :- Indirect Expenditure	<u>141</u>	<u>300</u>	<u>159</u>	<u>0</u>	<u>159</u>	<u>47.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>1,074</u>	<u>1,200</u>	<u>126</u>				
<b>102 Village Greens</b>							
1280 VG-Hire Income	0	500	500			0.0%	
1281 VG- Utilities Income	0	100	100			0.0%	
4180 Misc Income	1,000	0	(1,000)			0.0%	
Village Greens :- Income	<u>1,000</u>	<u>600</u>	<u>(400)</u>			<u>166.7%</u>	<u>0</u>
1236 Outdoor Maintenance	5,931	15,000	9,069		9,069	39.5%	
1237 Outdoor Planting	0	1,200	1,200		1,200	0.0%	
1239 VG-Utilities	0	250	250		250	0.0%	
Village Greens :- Indirect Expenditure	<u>5,931</u>	<u>16,450</u>	<u>10,519</u>	<u>0</u>	<u>10,519</u>	<u>36.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(4,931)</u>	<u>(15,850)</u>	<u>(10,919)</u>				
<b>104 Amenities General</b>							
1436 Skate & Play areas	193	1,000	807		807	19.3%	
1447 Dog Fouling	1,500	3,000	1,500		1,500	50.0%	
Amenities General :- Indirect Expenditure	<u>1,693</u>	<u>4,000</u>	<u>2,307</u>	<u>0</u>	<u>2,307</u>	<u>42.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(1,693)</u>	<u>(4,000)</u>	<u>(2,307)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>105 Outdoor Maintenance</b>							
1501 Outdoor Maintenance Equipment	613	3,000	2,387		2,387	20.4%	
Outdoor Maintenance :- Indirect Expenditure	<u>613</u>	<u>3,000</u>	<u>2,387</u>	<u>0</u>	<u>2,387</u>	<u>20.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(613)</u>	<u>(3,000)</u>	<u>(2,387)</u>				
<b>203 Street Lighting</b>							
2314 SL-Power	1,620	1,500	(120)		(120)	108.0%	
2336 Streetlights	2,429	5,000	2,571		2,571	48.6%	
Street Lighting :- Indirect Expenditure	<u>4,048</u>	<u>6,500</u>	<u>2,452</u>	<u>0</u>	<u>2,452</u>	<u>62.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(4,048)</u>	<u>(6,500)</u>	<u>(2,452)</u>				
<b>601 Cemetery</b>							
6180 BU-Burial Fees	9,125	7,000	(2,125)			130.4%	
Cemetery :- Income	<u>9,125</u>	<u>7,000</u>	<u>(2,125)</u>			<u>130.4%</u>	<u>0</u>
6123 Cemetery Admin	193	300	107		107	64.3%	
6151 BU- Cemetery Rates	707	500	(207)		(207)	141.4%	
Cemetery :- Indirect Expenditure	<u>900</u>	<u>800</u>	<u>(100)</u>	<u>0</u>	<u>(100)</u>	<u>112.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>8,225</u>	<u>6,200</u>	<u>(2,025)</u>				
Amenities & Services :- Income	11,340	9,100	(2,240)			124.6%	
Expenditure	13,326	31,050	17,724	0	17,724	42.9%	
<b>Movement to/(from) Gen Reserve</b>	<u>(1,986)</u>						
<b>Property &amp; Assets</b>							
<b>201 Bus Shelters</b>							
2136 BS-Bus Shelters	0	500	500		500	0.0%	
Bus Shelters :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
<b>205 Miscellaneous Assets</b>							
1439 Public Seats	0	250	250		250	0.0%	
1442 Litter Bins	0	500	500		500	0.0%	
2551 Offsite Car Parks	75	12,000	11,925		11,925	0.6%	
2553 Grit bins	0	500	500		500	0.0%	
6139 BU - War Memorial	0	500	500		500	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
7108 PR-Notice Boards	0	250	250		250	0.0%	
Miscellaneous Assets :- Indirect Expenditure	<u>75</u>	<u>14,000</u>	<u>13,925</u>	<u>0</u>	<u>13,925</u>	<u>0.5%</u>	<u>0</u>
<b>Net Expenditure</b>	<b><u>(75)</u></b>	<b><u>(14,000)</u></b>	<b><u>(13,925)</u></b>				
<b>301 Community Centre</b>							
3180 CC-Lettings	2,572	22,000	19,428			11.7%	
3181 CC-Equipment Hire	356	900	544			39.6%	
3182 CC-Rents	11,975	22,000	10,025			54.4%	
3185 MISC - incl books/copying)	171	600	429			28.5%	
3187 CC Drinks Machine Income	0	500	500			0.0%	
4180 Misc Income	817	0	(817)			0.0%	
Community Centre :- Income	<u>15,891</u>	<u>46,000</u>	<u>30,109</u>			<u>34.5%</u>	<u>0</u>
3111 CC-Rates & Services	19,699	18,000	(1,699)		(1,699)	109.4%	
3116 CC-Upkeep/Cleaning	7,229	10,000	2,771		2,771	72.3%	
3127 CC - Drinks Machine	408	900	492		492	45.4%	
3136 CC-Enhancement	204	4,500	4,296		4,296	4.5%	
Community Centre :- Indirect Expenditure	<u>27,540</u>	<u>33,400</u>	<u>5,860</u>	<u>0</u>	<u>5,860</u>	<u>82.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>(11,649)</u></b>	<b><u>12,600</u></b>	<b><u>24,249</u></b>				
<b>303 Venue on the Green</b>							
3306 VOTG Income	233	12,000	11,768			1.9%	
Venue on the Green :- Income	<u>233</u>	<u>12,000</u>	<u>11,768</u>			<u>1.9%</u>	<u>0</u>
3301 VOTG - Capital Costs	19,690	0	(19,690)		(19,690)	0.0%	
3304 Votg Non Youth Equip	596	1,000	404		404	59.6%	
3305 VOTG Running Costs	2,704	9,750	7,046		7,046	27.7%	
Venue on the Green :- Indirect Expenditure	<u>22,991</u>	<u>10,750</u>	<u>(12,241)</u>	<u>0</u>	<u>(12,241)</u>	<u>213.9%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>(22,758)</u></b>	<b><u>1,250</u></b>	<b><u>24,008</u></b>				
Property & Assets :- Income	<u>16,124</u>	<u>58,000</u>	<u>41,876</u>			<u>27.8%</u>	
Expenditure	<u>50,606</u>	<u>58,650</u>	<u>8,044</u>	<u>0</u>	<u>8,044</u>	<u>86.3%</u>	
<b>Movement to/(from) Gen Reserve</b>	<b><u>(34,482)</u></b>						
<b>Localism &amp; Community Projects</b>							
<b>206 Community Transport</b>							
2677 Car Hire Club Income	644	13,000	12,356			5.0%	
2678 Medical Car Scheme Income	70	300	230			23.4%	

## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4180 Misc Income	476	0	(476)			0.0%	
Community Transport :- Income	<u>1,191</u>	<u>13,300</u>	<u>12,109</u>			<u>9.0%</u>	<u>0</u>
2554 Wealdlink	687	900	213		213	76.3%	
2601 Voluntary Medical Car Service	0	200	200		200	0.0%	
2602 Car Hire Club	3,780	13,000	9,220		9,220	29.1%	
Community Transport :- Indirect Expenditure	<u>4,467</u>	<u>14,100</u>	<u>9,633</u>	<u>0</u>	<u>9,633</u>	<u>31.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(3,276)</u>	<u>(800)</u>	<u>2,476</u>				
<u>207 Market</u>							
3184 CC-Market Income	5,325	6,000	675			88.8%	
Market :- Income	<u>5,325</u>	<u>6,000</u>	<u>675</u>			<u>88.8%</u>	<u>0</u>
3151 CC-Market expenditure	1,010	1,300	290		290	77.7%	
Market :- Indirect Expenditure	<u>1,010</u>	<u>1,300</u>	<u>290</u>	<u>0</u>	<u>290</u>	<u>77.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>4,315</u>	<u>4,700</u>	<u>385</u>				
<u>209 Localism &amp; Community Proj Misc</u>							
2905 Repair Cafe & Wellbeing Servic	818	2,000	1,182			40.9%	
Localism & Community Proj Misc :- Income	<u>818</u>	<u>2,000</u>	<u>1,182</u>			<u>40.9%</u>	<u>0</u>
2700 Repair Cafe & Wellbeing	819	2,000	1,181		1,181	41.0%	
Localism & Community Proj Misc :- Indirect Expenditure	<u>819</u>	<u>2,000</u>	<u>1,181</u>	<u>0</u>	<u>1,181</u>	<u>41.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(1)</u>	<u>0</u>	<u>1</u>				
<u>304 Cafe</u>							
3480 Gages - Sales	14,434	20,000	5,566			72.2%	
Cafe :- Income	<u>14,434</u>	<u>20,000</u>	<u>5,566</u>			<u>72.2%</u>	<u>0</u>
3436 Gages-Purchase of Equipment	984	1,000	16		16	98.4%	
3460 Gages -Purchases Food etc	6,685	12,000	5,315		5,315	55.7%	
Cafe :- Indirect Expenditure	<u>7,669</u>	<u>13,000</u>	<u>5,331</u>	<u>0</u>	<u>5,331</u>	<u>59.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>6,766</u>	<u>7,000</u>	<u>234</u>				
<u>306 Thursday Club</u>							
3680 TC-Subscriptions	0	400	400			0.0%	
Thursday Club :- Income	<u>0</u>	<u>400</u>	<u>400</u>			<u>0.0%</u>	<u>0</u>
3636 TC-Running Costs	0	1,000	1,000		1,000	0.0%	
Thursday Club :- Indirect Expenditure	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>(600)</u>	<u>(600)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 02/12/2020

Month No: 8

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>406 Youth Provision</b>							
4676 YP-Grants & Other Income	359	1,000	641			35.9%	
Youth Provision :- Income	<u>359</u>	<u>1,000</u>	<u>641</u>			<u>35.9%</u>	<u>0</u>
4603 YP - Dev costs & General Expen	363	2,000	1,637		1,637	18.1%	
Youth Provision :- Indirect Expenditure	<u>363</u>	<u>2,000</u>	<u>1,637</u>	<u>0</u>	<u>1,637</u>	<u>18.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(4)</u>	<u>(1,000)</u>	<u>(996)</u>				
Localism & Community Projects :- Income	22,127	42,700	20,573			51.8%	
Expenditure	14,328	33,400	19,072	0	19,072	42.9%	
<b>Movement to/(from) Gen Reserve</b>	<u>7,800</u>						
Grand Totals:- Income	<u>472,538</u>	<u>524,560</u>	<u>52,022</u>			<u>90.1%</u>	
Expenditure	<u>331,272</u>	<u>499,345</u>	<u>168,073</u>	<u>0</u>	<u>168,073</u>	<u>66.3%</u>	
<b>Net Income over Expenditure</b>	<u>141,267</u>	<u>25,215</u>	<u>(116,052)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>141,267</u>						

## 20 Questions About 20's Plenty Answered (April 2019):

20mph Questions	Category	Reality
1. Does 20mph work?	Benefit of 20mph	Yes. Lower speeds reduce casualties and lower limits reduce speeds. NICE <sup>1</sup> and WHO recommend 20mph where people and motor vehicles mix <sup>2</sup> . The Global Network of Road Safety Legislators notes "[where motor] traffic mixes with vulnerable road users...the speed limit should be...under [20mph]" <sup>3</sup>
2. Is 20mph popular?	Benefit of 20mph	Yes. Surveys consistently show >70% of residents support 20mph <sup>4</sup> ; popularity increases after their introduction <sup>5</sup> .
3. Do you need several road casualties to justify 20mph?	Common myth	No. Rationing 20mph to places with high casualties contravenes DfT guidance and WHO / NICE recommendations that 20mph is a safe speed where people and vehicles mix. Highway Authorities cannot create arbitrary reasons to justify higher speed limits which ignore other factors, such as the needs of vulnerable road users.
4. Do the police need to support a new limit?	Common myth	Police are consulted as a stakeholders, just like local communities. It is the Highway Authority's obligation to set the appropriate speed limit. Once the scheme design is agreed, the police should consider appropriate enforcement measures, if any. Vertical physical calming should be used as a last resort as they impede emergency services. <sup>6</sup>
5. Have casualties risen anywhere a 20mph limit has been implemented?	Common myth	No. Some people mistakenly quote a Bath & NE Somerset Scrutiny committee report from May-17 <sup>7</sup> . The report lacked rigour as it compared unlike places and used small data sets. Evidence in Bath shows that casualties reduced after implementing 20mph by 23% <sup>8</sup>
6. Does the Atkins report on 20mph show a lack of casualty reductions?	Common myth	The Atkins report is unconvincing <sup>9</sup> . Case study samples were small (<20 casualties pa) compared with larger comparator areas <sup>10</sup> . Atkins did not consider other evidence where casualties HAVE reduced on 20mph roads and underplayed the significant benefits in Brighton where faster roads were included.

<sup>1</sup> <https://www.nice.org.uk/guidance/hg70>

<sup>2</sup> <https://bit.ly/2GwS4I3>

<sup>3</sup> [www.4roadsafety.org/wp-content/uploads/2017/05/4roadsafety-Manifesto.pdf](http://www.4roadsafety.org/wp-content/uploads/2017/05/4roadsafety-Manifesto.pdf)

<sup>4</sup> <https://bit.ly/2UykFeG>

<sup>5</sup> YouGov surveys <https://www.roadsafetyobservatory.com/Evidence/Details/11651>

<sup>6</sup> DfT guidance on setting local speed limits January 2013 <https://bit.ly/2OXh2fK>

<sup>7</sup> <https://bit.ly/2VihTik>

<sup>8</sup> <https://bit.ly/2O2DSGo>

<sup>9</sup> <https://bit.ly/2UykFeG>

<sup>10</sup> [http://www.20splenty.org/dft\\_20mph\\_evaluation](http://www.20splenty.org/dft_20mph_evaluation)

20mph Questions	Category	Reality
7. Do drivers obey limits without enforcement?	Common myth	For persistent offenders, enforcement is welcome. However, the evidence is that reducing a speed limit does bring speeds down <sup>11</sup> . In Bristol, compliance with 30mph limits also increased when 20mph was implemented <sup>12</sup> . DfT compliance figures show that the majority drive slower when the speed limit is 20mph <sup>13</sup> .
8. Won't police decline to enforce?	Common myth	The National Police Chiefs Council says police will enforce 20mph as much as any other speed limit <sup>14</sup> and some forces are pro-active –West Midlands <sup>15</sup> , Avon & Somerset <sup>16</sup> . The introduction of speed limiters on new cars by 2022 will reduce the need for police enforcement compliance issue.
9. Do drivers ignore a 20mph limit without traffic calming?	Common myth	Most comply without additional measures. The 'population paradox' shows how small speed reductions over wide areas bring more benefits than big interventions in specific places. For residual compliance issues, inexpensive traffic calming – signs, lines, staggered parking bays, planters etc – are often sufficient.
10. Can you have 20mph on an A or B road?	Technical question	Yes. Many Local Authorities already have 20mph on A roads. In order to EXCLUDE a major street, the Highway Authority has considered the needs of vulnerable road users and shown that journeys on foot will be insignificant <sup>17</sup> .
11. Can you have 20mph on roads with a mean speed >24mph?	Technical question	Yes, particularly where the mean speed across a number of roads is under 24mph or where including a faster road into a "Limit" scheme would make a logical area <sup>18</sup> . If a "Zone" with physical calming cannot be afforded, leaving the speed limit at 30mph is not acceptable unless it can be shown to be as safe.
12. What's the pollution impact of 20mph limits?	Benefit of 20mph	Overall pollution reduces, particularly from diesel <sup>19</sup> . Less accelerating / braking reduces brake and tyre particulates. NICE recommends 20mph without speed humps for better air quality <sup>20</sup> , lower noise levels, vibration and road wear.
13. Is 20mph expensive?	Benefit of 20mph	Not really – about £3 - £5 per head and it's good value for money. Costs depend on the scheme size, the amount of driver education and the extent of physical calming. Signed 20mph schemes typically pay back in under a year in fewer casualties and more active travel. Doing nothing costs more.

<sup>11</sup> DfT Freeflow speed statistics <https://bit.ly/2XLhfYh>

<sup>12</sup> Bornlioi, Pilkington et al <http://eprints.uwe.ac.uk/37939/>

<sup>13</sup> DfT Freeflow speed statistics <https://bit.ly/2XLhfYh>

<sup>14</sup> NPCC guidance <https://bit.ly/2IU5fcl>

<sup>15</sup> <https://bit.ly/2L1Wlm5>

<sup>16</sup> <https://bit.ly/2GGGcd4L>

<sup>17</sup> DfT guidance on setting local speed limits January 2013 <https://bit.ly/20Xh2fK>

<sup>18</sup> DfT guidance on setting local speed limits January 2013 <https://bit.ly/20Xh2fK>

<sup>19</sup> Report by Imperial College for City of London April 2013 <https://www.cityoflondon.gov.uk/business/environmental-health/environmental-protection/air-quality/Documents/speed-restriction-air-quality-report-2013-for-web.pdf>

<sup>20</sup> <https://www.nice.org.uk/guidance/ing70>



20mph Questions	Category	Reality
14. What's the effect on business of 20mph?	Benefit of 20mph	Positive. Businesses thrive where it is safe to walk and cycle and more money is available to the local economy. It's also for businesses' own staff.
15. Are speed reductions in areas without physical calming significant?	Technical question	1 – 2 mph is a typical reduction, which is significant <sup>21</sup> , but averages mislead. Roads with speeds around 20mph are unlikely to change. Faster roads show speed reductions between 4mph (Bristol) <sup>22</sup> and 7mph (Portsmouth) <sup>23</sup> .
16. What about overall trip times / bus timetables?	Common myth	There is often no significant difference on cross town trip times. Many bus companies have found no difference in their timetables.
17. Do pedestrians take less care in a 20mph limit?	Common myth	No. There is no evidence for this, whilst there is substantial evidence from Bristol, Edinburgh, Calderdale, Brighton and other places that 20mph reduces casualties. A 1mph reduction in speed on an urban road reduces casualties by 6%.
18. Can the 85 <sup>th</sup> centile speed be used to assess a 20mph scheme?	Technical question	No. DfT guidance says that mean speeds should be used <sup>24</sup> , but note that focussing on average speeds is often misleading.
19. Do you need road humps if speeds are above 24mph?	Technical question	No. Many Highway Authorities, such as Brighton <sup>25</sup> Bristol <sup>26</sup> and Portsmouth <sup>27</sup> , set 20mph on faster roads, often without physical traffic calming as it's where most casualties occur and where reducing limits bring the greatest speed reductions. Using the "need for self-enforcement" to prevent a 20mph scheme doesn't comply with DfT guidance to have lower speed limits on roads where there could be significant pedestrian or cycle movements.
20. Is 20mph just used to generate income?	Common myth	No. There are many reasons for introducing 20mph, but financial incentives for LAs or the Police are not the reason, since fines go to the Treasury. In any case, although Fixed Penalty Notices are sometimes given, it is more common to have warning letters or for drivers to attend a speed awareness course. Introducing speed limiters on new cars from 2022 will reduce the compliance issue anyway

<sup>21</sup> DfT guidance on setting local speed limits January 2013 <https://bit.ly/2OXh2fk>

<sup>22</sup> BRITE study, Pilkington, Bornioli et al <http://eprints.uwe.ac.uk/34851/> and <http://eprints.uwe.ac.uk/37939/>

<sup>23</sup> WS Atkins interim evaluation <http://www.wirralpedestrians.org.uk/files/20mphzoneresearch.pdf>

<sup>24</sup> DfT guidance on setting local speed limits January 2013 <https://bit.ly/2OXh2fk>

<sup>25</sup> WS Atkins: effectiveness of 20mph speed limits <https://www.gov.uk/government/publications/20-mph-speed-limits-on-roads>

<sup>26</sup> BRITE study, Pilkington, Bornioli et al <http://eprints.uwe.ac.uk/34851/> and <http://eprints.uwe.ac.uk/37939/>

<sup>27</sup> WS Atkins interim evaluation <http://www.wirralpedestrians.org.uk/files/20mphzoneresearch.pdf>



## FOREST ROW PARISH COUNCIL MEETINGS FEEDBACK FORM

**MEETING:**

**DATE:**

**What do you feel went well during the meeting?**

**What could we all do better next time?**

**Any actions we could take right now to support those actions?**

**Name: (Optional)**