

Kingston Parish Council

(Chairman: Councillor Mrs. S. Shepherd.)

Minutes of the Parish Council Meeting held at the Parish Hall, The Street, Kingston on Monday 14th. March, 2005 commencing at 7.40 p.m

PRESENT: Councillors Mrs. S. Shepherd (Chairman), B. Lambert (Vice Chairman), V.lent, Mrs. R. Jeffery and Mrs. J. Rowland.

IN ATTENDANCE: Mr. D.F. Jarman (Clerk to the Council)

88 APOLOGIES

Apologies were received from Councillor Strong and from Councillors Mrs. Shepherd and Mrs. Rowland who expected to attend late.

89 CHAIR

In the absence of Councillor Mrs. Shepherd, the Chairman, at the beginning of the Meeting, Councillor Lambert, the Vice Chairman, took the Chair.

90 MINUTES

RESOLVED that the Minutes of the Council Meeting held on 17th. January, 2005, having been previously circulated, be taken as read, and be signed as a correct record of the proceedings of that Meeting. (*The Minutes were signed accordingly.*)

91 MATTERS ARISING (Not appearing elsewhere in these Minutes)

Minute 81.1 - It was reported that no action had been taken in relation to the tree branches overhanging the lower tennis court following the Clerk's letter to Mr Sloley.

RESOLVED that a further letter be sent and that the Vice Chairman visit Kingston Manor In an effort to make personal contact. Failing action following these further attempted contacts the Clerk be authorised to instruct a contractor to carry out the necessary works. (Action **BL & Clerk**)

92 RESIGNATION OF COUNCILLOR.

The Vice Chairman reported receipt of a letter from Councillor Crabb tendering his resignation as both a Member of the Council and the Parish Tree Warden.

RESOLVED 1) That a Vote of Thanks be passed for the work of Councillor Crabb in both these capacities over the years which he has served. (Action **Clerk**)

2) That a VACANCY be declared and the necessary procedures be put in hand in order to fill the vacancy. (Action **Clerk**)

93 HIGHWAYS

93.1 Traffic Calming – Ashcombe Lane/Wellgreen Lane (Minute 61.1 refers)

93.1.1 Councillor Ient reported briefly on the County Council's Speed Management Conference held on 2nd March. He stated that the Norfolk experience using the VAS has proved very successful but the East Sussex County Council has no positive policy; a visit to Mayfield to inspect their scheme may be of assistance.

93.1.2 The Clerk reported that the SID has not yet been purchased as it is first necessary to put together a team of volunteers to man the machine. Of the ten persons required as a minimum by the County Council only 5 persons have so far volunteered.

RESOLVED that an approach be made to the Parent Teacher Association, through the headmaster at Iford and Kingston Primary School and a further announcement be inserted in Kingston News in an effort to obtain further volunteers. (Action **Clerk**)
(Note: This matter is now referred to on the Council's Web Site)

93.2 A.27 – Ashcombe Roundabout (Minute 76.3. refers)

Members expressed concern regarding the timber posts recently installed alongside the C.324 near to the railway bridge and in particular those installed at the back edge of the footway.

RESOLVED that the County Council's Local Highway Manager be advised of this concern and asked to meet Member(s) on site to discuss the problem.
(Action **Members & Clerk**)

93.3 Consultation on County Council's Draft Roadside Sponsorship Policy

RECEIVED this consultation Document (Appendix D – Filed in Minute Book)

RESOLVED that the suggested responses indicated thereon be APPROVED and that a further response be added to Question No. 4 as follows "Safety for vulnerable road users (walkers, cyclists and horse riders etc)." and that these responses be communicated to the County Council (Action **Clerk**)

93.4 Newhaven To Lewes Road – C.7

RECEIVED (1) a letter (Appendix F – Filed in Minute Book) copied to the Chairman by Councillor Commin; (2) Councillor Mrs. Jeffery's report (No.449) and (3) press cuttings re a meeting held at Iford Village Hall on 21st. February, 2005. (Documents filed in Minute Book)

RESOLVED

- 1) to seek clarification from the County Council regarding the resurfacing with S.M.A and the timing of this operation;
- 2) to refer the matter to POLO at its meeting in April;
- 3) to thank Councillor Commin for his letter and his concern in this connection; and
- 4) to publish details of this in Kingston News and on the Council's Web Site.

93 HIGHWAYS (Continued)

93.5 Erosion of banks – Ashcombe Hollow (Minute 76.4 refers)

RECEIVED the County Council's Local Highway Manager's further response to the Council's approach (Appendix C – filed in Minute Book)

RESOLVED to respond to the letter requesting advice as to what remedial measures are possible given the necessary financial resources. (Action **Clerk**)

93.6 Roadside Verges – Ashcombe Lane & Wellgreen Lane

RECEIVED a complaint from Professor R. Taylor regarding the unsatisfactory condition of roadside verges along Ashcombe Lane and Wellgreen Lane and his suggestions for remedying the situation (Appendix G - filed in Minute Book)

RESOLVED that Councillor lent meet with Professor Taylor to discuss the problem and in the meantime investigations be carried out to ascertain whether the developers of sites adj. to The Bothy, Wellgreen Lane and the former Veterinary Practice in The Avenue are to be held responsible for reinstatement of the verges adjacent to their development sites and somewhat further afield. (Action **VI & Clerk**)

94 VILLAGE WEB SITE (Minute 77 refers)

RECEIVED Councillor lent's report (No. 438 – filed in Minute Book)

RESOLVED that the web site be approved with further changes/modifications being carried out under the maintenance arrangement, and that the £600 fee due for the site set up be paid.

95 TOWN & COUNTRY PLANNING ACT 1990

95.1 Planning Applications

95.1.1 RECEIVED a schedule (Appendix A - filed in Minute Book) of planning decisions made by the Lewes District Council, and comments made by the Clerk since the last Meeting, in relation to outstanding Planning Applications, under the Council's adopted procedure.

95.1.2 LW/04/0183 – Detached house with integral garage and swimming pool on land adjacent to The Bothy, Wellgreen Lane. For Mr & Mrs. Bartholomew.

RECEIVED the responses of the Director of Planning (Appendices B(i) and B(ii) – filed in Minute Book) in respect of the Council's approach regarding the pedestrian access (Minute 78.5 refers)

RESOLVED that the District Planning Officer be advised of the Council's concern in this matter and to request that details of the landscaping scheme which has been approved be forwarded to the Parish Council for information purposes. (Action **Clerk**)

95 TOWN & COUNTRY PLANNING ACT 1990 (Continued)

95.2 Consultation Documents

95.2.1 RESOLVED that the Clerk in consultation with Councillor Lambert (the Leader of the Planning Advisory Group) be authorised to comment on behalf of the Parish Council regarding the South East England Regional Assembly's Consultation Draft of the "South East Plan" (Closing date 15th. April, 2005) (Action **BL & Clerk**)

95.2.2 RESOLVED that the Clerk in consultation with Councillor Lambert (the leader of Planning Advisory Group) be authorised to comment on behalf of the Parish Council to the County Council in relation to their Draft comments on the Inspector's report on the East Sussex and Brighton & Hove Waste Local Plan. (Closing date 24th March 2005)
Such comments to be advised by Mr. R. Wakeford-Brown (the former Chairman of the Parish Council. (Action **BL & Clerk**)

95.2.3 RESOLVED to APPROVE the affirmative suggestions made by the Clerk in relation to the Criteria for undertaking a Review of a National Park or AONB boundary in a consultation document by the Countryside Agency (Closing date 1st. April, 2005) (Appendix E filed in Minute Book) (Action **Clerk**)

96 THE GREEN

Children's Play Area Renovation

96.1 NOTED that the works of renovation have now been completed.

96.2 RECEIVED Councillor Strong's Report (No. 450 – filed in Minute Book)

96.3 Councillor Ient PROPOSED that the action of the Clerk, taken in consultation with Councillor Strong, Viz: to arrange an Independent Safety Inspection through Lewes District Council which will take place on 12th. April, 2005 be APPROVED. (*Note: The 10% retention on the Wicksteed Account will not be released until after this Inspection has been carried out*)

Councillor Lambert SECONDED the motion and on being put to the Meeting it was CARRIED unanimously.

96.4 The proposals for further development to the Play Area (Phases 2 & 3) were deferred until next year. Councillor Strong (in his absence) was recommended to propose that expenditure be included in next year's estimates. (*Note: Estimates are prepared for consideration at the November Parish Council Meeting*)

97 RURAL VOICES RURAL CHOICES

RECONSIDERED Councillor Mrs. Jeffery's report (No. 436 circulated with the January Agenda)

RESOLVED that Councillor Mrs. Jeffery be authorized to vote as she thinks fit in relation to the Constitution of RVRC when she attends the next Meeting of RVRC on 17th. March 2005. (Action **RPJ**)

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98 CONDITIONS OF SERVICE FOR CLERK'S OF LOCAL COUNCILS 2004

RECEIVED the Chairman's report (No. 445 – filed in Minute Book) in relation to the agreement reached between NALC and SLCC recommending the adoption of a new Set of Conditions of Service for the Clerk.

RESOLVED: That:

1) the Clerks Salary be increased w.e.f 1st. January, 2005 to spinal column point 23; that he receives an additional increment to spinal column point 24 with effect from the 1st April 2005 and move to spinal column 25 (i.e. the maximum point of the scale for job profile one) on the 1st April 2006, as an annual progression increment, following good performance. This provides for an hourly rate (SCP 23) £9.315 x 6 x 52 = £2906.28 p.a (w.e.f 1st Jan 2005) and (SCP 24) £9.903 x 6 x 52 = £3089.74 p.a (w.e.f 1st. Apr 2006)

2) the Clerk receives a annual sum of £500 (to be reviewed annually) to compensate for additional costs involved in using one room at his private house as a Council office,

3) The Council continue to pay the 50% contribution for the rental of telephone equipment and the total cost of calls as is currently the case, and in addition meet 50% of Broadband fees (currently £21.27p + VAT per month) with effect from the date of connection 6th. December, 2004.

4) An amount equal to 3.75% of the Clerk's salary, paid on an annual basis, be deposited in a secure fund for him to receive as a Gratuity on the termination of his employment (or to his next of kin on death in service). The current clerk has been in post since July 1996 and, a sum equivalent to 3.75% of his total salary from commencement of employment (£522.54p at 31st. March 2005) be set aside to start the fund, and thereafter an annual payment of 3.75% of annual salary.

Note: The financial effect of these decisions during the financial years 2004/05 and 2005/06 are set out in the table below:

<i>Details</i>	<i>2004/05</i>	<i>2005/06</i>
<i>Salary</i>	<i>26 . 42</i>	<i>196 . 67</i>
<i>Broadband</i>	<i>24 . 50</i>	<i>93 . 60</i>
<i>Less cost of e-mails</i>	<i>-7 . 00</i>	<i>-38 . 00</i>
<i>Gratuity</i>	<i>520 . 00</i>	<i>116 . 00</i>
<i>Totals</i>	<i>£647 . 25</i>	<i>£868 . 27</i>

99 FINANCE

99.1 Applications for Financial Assistance

Councillor Ient PROPOSED that the applications from the WRVS in the sum of £20 and Anchor Staying Put in the sum of £25 be APPROVED and the sums be paid accordingly and the application from Seahaven & Lewes Branch of Victim Support be REFUSED.

Councillor Mrs. Jeffery SECONDED the motion and on being put to the Meeting it was CARRIED unanimously. (Action **Clerk**)

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99 FINANCE (Continued)

99.2 Receipts and Payments

Councillor Mrs. Shepherd PROPOSED that the bi-monthly Financial Statement (Report No. 442[Revised] - filed in Minute Book) be APPROVED and that the invoices listed in section 3 and the following additional invoice be paid:

Councillor Mrs. Jeffery – Travelling - £5 . 55p (Action **Clerk**)

Councillor Lambert SECONDED the motion and on being put to the Meeting it was CARRIED unanimously

100 COMMONS REGISTRATION ACT 1965 – SECTION 13 (Minute 83 refers)

100.1 The Clerk reported that sufficient evidence from long standing residents of the village has now been received, but before applications can be submitted to the County Council it will be necessary for Statutory Declarations to be completed. He further reported that the Parochial Church Council has raised no objections to the proposed registration.

Councillor Lambert PROPOSED that the Clerk be authorised to proceed with the Statutory Declarations and to incur the necessary expenditure (Action **Clerk**)

Councillor lent SECONDED the motion and on being put to the Meeting it was CARRIED unanimously.

100.2 The Clerk produced a map of St. Pancras Green showing two rectangular areas, one adjacent to the Tennis Courts and one adjacent to Church Lane (including the site of the existing pavilion) which he proposed should be deleted from the area to be registered. No area at the Green (rear of The Juggs) to be omitted. The reason for this omission is so that future possible minor developments would not be prejudiced.

Councillor Lambert PROPOSED that the area shown on the plan to be the subject of registration be APPROVED.

Councillor Mrs. Jeffery SECONDED the motion and on being put to the Meeting it was CARRIED unanimously.

101 PUBLIC RIGHTS OF WAY

101.1 Proposed erection of Map Cabinet

Councillor lent PROPOSED that a map of Rights of Way in the Parish be installed at a suitable location (suggested at Parish Hall or at The Juggs) for the benefit of members of the public at a cost not exceeding £500, and that the Clerk be authorised to obtain all necessary permissions and Consents and necessary quotations for consideration at the Council's next Meeting. (Action **Clerk**)

Councillor Mrs. Rowland SECONDED the motion and on being put to the Meeting it was CARRIED unanimously.

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101 PUBLIC RIGHTS OF WAY (Continued)

101.2 Proposed designation of new Footpath

Councillor Mrs. Jeffery PROPOSED that representations be made to the East Sussex County Council with a view to having the path which links the Newhaven Road (C.7) from a position adjacent to the bus shelter, to the Iford/Lewes footpath to be included in the Definitive Map of Rights of Way. (*Letter also received from Mr. Stevens.*)

Councillor Ient SECONDED the motion and on being put to the Meeting it was CARRIED unanimously.

102 REPRESENTATIVES' REPORTS

RECEIVED the following reports, copies of which are filed in Minute Book:

- 102.1 Councillor Mrs. Jeffery's report (No. 447) - LDC – "Engagement Party" – Local Development Framework Meeting held on 7th. March
- 102.2 Councillor Mrs. Rowlands report (No. 451) - LDC/Town Parish Councils Liaison & Training Session on Planning.
- 102.3 Councillor Mrs. Jeffery's report (No. 452) - South East Plan Consultation Meeting

103 PROPOSED YOUTH HOSTEL ACCOMMODATION AT ITFORD FARM

Councillor Mrs. Jeffery proposed that the Council support the project of Mr. Simon Hickmott involving the setting up of Youth Hostel Accommodation with small Field Studies Centre hopefully with Interreg Financial Support. (Action **Clerk**)

RESOLVED that the Council support this venture

103 FORTHCOMING EVENTS

NOTED the following future events:

- Annual Village Clean Up – Good Friday 25th. March 2005.
- Meeting of POLO – 11th. April, 2005
- Annual Parish Council Meeting 9th. May, 2005
- Annual Parish Meeting 16th. May, 2005

104 CLOSE

The Meeting closed at 11.30 p.m.

9th. May, 2005

Signed.....
Chairman of the Council.

PLEASE NOTE Reports for the next Meeting of the Parish Council should be submitted to the Clerk on or before 27th. April, 2005