



MINUTES OF THE MEETING OF ASHURST WOOD VILLAGE COUNCIL held on Tuesday 3rd July, 7.45 pm at the Council Meeting Room.

PRESENT: Cllrs B Phillips (Chairman); R Bright, M Bussell, J Forbes, C Judge, K Lindsay, D Loveday, J Samways and D Wailes.

IN ATTENDANCE: Caroline Leet (Clerk)

MEMBERS OF THE PUBLIC: 1

The Chairman opened the meeting and welcomed everyone.

718. County and District Councillors' Reports

Responsibility of

- a. Cllr Phillips passed on County Councillor Jacquie Russell's apologies and read from her emailed report: Cllr Russell had moved from being the Adviser to the Cabinet Member for Communities to being the Adviser to the Cabinet Member for Highways and Infrastructure. Carriageway patching had taken place at Woods Hill Close and Wellfield; both of these repair projects had been funded from the £1.6m Winter Damage Funding (subsequently topped up with a further 540k from WSCC). Referring to the zig zag lines and line markings outside Ashurst Wood Village Primary School, Cllr Russell's report mentioned that it appeared the boundary lines on the West Sussex County Council (WSCC) mapping system did not correspond with what was actually on the ground, albeit the lines were correct in length for the design and thus could not be changed. The school had confirmed its request for a disabled bay and WSCC were aware. If the Council still had concerns, Cllr Russell had said to email her (or report directly back to Pene Mather).

Members discussed the line markings outside the Primary School. Cllr Phillips said that he had measured the lines which were 43 metres as stated on the drawing, however, 43 metres ends in the middle of the street barrier, the drawing itself shows the lines extending to the old position of the white lines, well beyond the street barrier. Cllr Forbes said the WSCC Highways had produced a drawing and that it was not for the Village Council to check their measurements. Members agreed that the drawing had been inaccurately represented. It was agreed that Cllr Phillips would prepare a response.

BP

Cllr Phillips continued with Cllr Russell's report: on 12th July, there was a meeting with the Safer Routes to School (SRTS) team in Ashurst Wood to discuss and take a wider look at the village and consider a local transport infrastructure plan that supports the wider community. Members discussed and agreed that the Council should have representation at this meeting; Cllrs Phillips and Bussell were nominated.

BP/MB

Finally, Cllr Russell's report said that she was looking forward to Ashstock and confirmed she would be taking a shift on the gate and programme sales. Also up and coming roadworks included: Lewes Road 2nd-4th July, two way signals, Openreach duct to facilitate spine cabling works. Hammerwood Road 26th-31st July, two-Way Signals, UK Powers Excavate joint bay for electricity service alteration.

Cllr Phillips passed on District Councillor John Belsey apologies, but he had provided a report: He had attended the AWVC Planning Committee meeting last week regarding the EDF/Wealden House site and had noted the concerns raised by residents and the objections discussed by the Committee. He would

be attending Ashstock and also take a shift on the gate and programme sales; he thanked all those involved in preparing for the event.

b. Public Questions

None.

719. Apologies for absence

None.

720. To receive Declaration of Interests from Members in respect of any matter on the Agenda

Cllr Lindsay declared a personal interest with item 9a, Accounts to pay; her son was one of the newsletter delivery people.

721. Chairman's Announcements

None

722. To confirm the Minutes of the meeting of the Annual Meeting of the Village Council held on 5th June 2018

The minutes were approved as a true and correct account of the meeting.

723. Recorded meetings: to approve deletion of recording – *there were no recordings currently being held.*

724. To receive the minutes of Committees and reports from working groups and to consider any recommendations arising:

a Planning Committee

The minutes of the meeting on 5th and 12th June were received. The meetings of 28th June and 3rd July were noted.

b Finance and Administration Committee

The minutes of the meeting 12th June were received.

c Youth Club

Cllr Lindsay referred to the Clerk's report; Mid Sussex District Council (MSDC) had approved a grant for the Youth Club to purchase a multi-use games table and football table. This was excellent news as the existing snooker and table tennis tables were no longer safe to use. The barbeque on 20th June had been busy with 28 members and five new Year 6s attending; thank you to Cllr Loveday for running the barbeque and also to Cllr Belsey for coming along. PCSOs Creasey and Skerman made a short appearance causing much excitement with the members. The last session for the summer term was on 4th July.

d Events Working Group – Ashstock Saturday 7th July

Cllrs Loveday reported that the Events Working Group had met on 2nd July. The programme had been a lot of work and had raised nearly £2k in advertising sales; he gave special thanks to Cllr Forbes for the tremendous amount that had gone into this year's programme.

19:57 Revd. Angela Martin joined the meeting.

725. Clerk's report

The Clerk's report was received.

a To note: A recruitment advert for a Youth Worker has been published in the Newsletter; on the website; the notice boards; Facebook; Sackville News

Noted.

b To review the zig zag lines outside the primary school and to clarify what, if anything, the Council considers to be wrong

This had been discussed under the County Councillor's report. It was agreed that a response would be prepared outlining the Council's concerns with the inaccuracies of the lines and the drawing.

BP

726. Finance

a Accounts to pay

The accounts paid from 6th June to 2nd July 2018 **were ratified**; the FairFX prepaid debit card accounts payments from 6th June to 3rd July **were ratified**; and the accounts payable for 3rd July **were approved by the Council**. The file of invoices was available to be viewed.

b To receive the RBS income and expenditure report up to 28th June

The RBS/Alpha income and expenditure report was received. There were no questions.

Clerk

727. To receive an update on the War Memorial

Cllr Phillips reported that the hedge had now been cut to a sufficient height to allow for the repairs to the rear wall; members agreed that the hedge cut looked good. It was noted that a resident had written complaining about the hedge cut. The contractor had advised that they planned to commence the cleaning of the War Memorial and renovation work in mid-July.

728. Village Centre Development / Car Park resurfacing

a To receive an update on the car park resurfacing

Cllr Phillips reported that the contractor had signed the JCT contract and was expected to commence the car park resurfacing work in the week of 6th August.

b To receive an update on the office/meeting room heating and consider a revised maximum spend ceiling (Contractors names are confidential until a decision and appointment is confirmed)

Cllr Phillips said that of the seven contractors approached, four had expressed an interest to quote though only two had actually been received. He mentioned that since the December meeting when a figure of up to £2k had been approved for the heating and the time to prepare the specification and to send it to potential contractors to quote, there had been a change in the legislation with new energy efficiency regulations; Lot 20 legislation now states that all local space heaters for sale in the EU will need to adhere to these new rules. The two estimates received so far were considerably in excess of the £2k earlier budgeted. There was also the ventilation for the toilet to be considered. He added that he had looked at the financial budget and projections and at the last Finance and Administration Committee meeting, the end-of-year prediction had assumed the sum for heating had been increased to £4K. He suggested that the Council waited for the other quotes and to defer a decision to the September meeting. Members agreed.

BP/Clerk

729. General Data Protection Regulations (GDPR)

Nothing further to report. Cllr Wailes reiterated from previous meetings that over the summer period some further housework would be done followed by a review of the Data Audit sometime in September.

730. To consider the expenditure of £310 to fund a speed survey for the Lewes Road. Note: Public Services Committee has resolved (res. 243) expenditure of

£150 for this, but WSCC has since advised that this should be done on two sites

Cllr Phillips said that WSCC Highways had advised that previous traffic surveys covered two locations on the Lewes Road (near Windmill Lane, before the Hammerwood Road junction, and after the Hammerwood junction); these were in 2005 and again in 2008. WSCC Highways were suggesting that the Council consider both sites were repeated to give the approach speeds towards the junction from both directions. Each site would cost approx. £155 plus VAT. Members discussed; members voted and unanimously **agreed to fund just one traffic survey on the Lewes Road, at the junction south bound after the Hammerwood junction.**

Clerk

731. To consider an Ill Health Pension Provisions Contributions insurance (this is following earlier discussions at the April meeting and at the request of WS Pension Fund)

At the April meeting, Members had requested further information on ill health pensions contributions and insurance:

- cost of the insurance - *£1.52 per £100 of total plan earnings. So, based on 2017/18 total pensionable salary, annual insurance cost £401.84*
- the reduction in pension contribution rate if they were to have ill health insurance – *the reduction is 1.3%*
- the size of the pension pool (how many Councils and people) – *43 councils and organisations covering over 24,000 employees with assets in 2017 of £2,986m*
- if at a later date the council changed its mind could they drop the insurance and become again susceptible to a surcharge if the fund went into deficit due to ill health claimant - *An employer can always stop their insurance and their contribution rate will go back to the full percentage rate*

Cllr Phillips gave a summary; he said that the actuary will track the whole pool to set the contribution rates, but it also assumes certain things, for example, it assumed last year 276 people would claim ill health yet only 92 did. Having looked at the pension contributions paid by the Council last year, at 21.7% was £5,640. If the insurance was taken and the contribution rate was reduced this would be £5,204. The cost of the insurance was £401. However, the insurance would not cover pre-existing medical conditions. The insurance would only be a benefit if more people drained the pool than the actuary figure. Members agreed not to take out an Ill Health Pensions Contribution Insurance and to maintain its existing arrangements.

Clerk

732. Burial fees: To consider a contribution towards the cemetery maintenance costs of Forest Row Cemetery to Forest Row Parish Council of £400/ 5% of the costs and in return Ashurst Wood residents would pay the same burial/cremation plot fees as Forest Row residents

Cllr Phillips referred to previous discussions and the Council's meeting on 1st May where the Revd. Angela Martin attended. Ashurst Wood residents' charges for use of the cemetery were four times that paid by Forest Row residents. Revd. Martin had made a case for the Council to consider contributing to Forest Row's cemetery costs. The Council had written to Forest Row Parish Council (FRPC); its Amenities Committee met in June to discuss the disparity with fees. FRPC Clerk had since contacted the Council to ask if the Council would, for a trial period of a year, make a contribution to the cemetery maintenance costs of 5% of the annual cost which would be £400 (5% was a round figure for the proportion of burials which derive from Ashurst Wood). However, having queried with FRPC if this would then allow Ashurst



Wood residents to pay the single fee, the same as Forest Row residents, FRPC were unclear and so the Amenities would need to clarify at their next meet at the end of July. Cllr Phillips reminded members that this was not a religious issue but a civil issue. He also added that in 2019, the Public Works Loan Board loan repayments for the Village Centre would finish and only one payment in that year (£1,350 instead of two payments totalling £2,700). Members discussed. Revd. Martin mentioned that she had attended the Amenities Committee meeting and had also spoken to the FRPC. She was very pleased that FRPC had come up with a figure and felt that 5% of the maintenance costs were realistic; she said that the cemetery was well kept. Members had some concerns that FRPC could keep changing the percentage figure. However, they **agreed in principle to support a contribution of £400 (5% of the annual maintenance costs) on the basis that Ashurst Wood residents received single fees for the burial and cremation plots.** Cllr Forbes was asked to prepare a letter.

JF/Clerk

733. Consultations

None.

734. To receive reports from Councillors who have attended outside bodies

Cllr Phillips had attended a Ashdown Forest Parish Liaison meeting on 27th June.

735. Items of correspondence

a List on Clerk's report, correspondence previously circulated

Received.

736. Any Items for reporting or inclusion on future agenda

None.

Cllr Lindsay said that she and the Clerk had met to discuss tennis signage.

Cllr Wailes mentioned that East Sussex County Council (ESCC) had announced that it would be closing the Forest Row Amenities site. With this in mind and Mid Sussex recently announcing that fly-tipping had increased, he suggested that the Public Services Committee should consider if there was a need to increase the number of amenities skip collection, currently twice yearly. Agreed to be added to next Public Service meeting agenda.

Clerk

737. Date of next meeting - Tuesday 4th September

Meeting closed: 20:37

Chairman.....

Date.....