

**ST LEONARDS & ST IVES PARISH COUNCIL**  
**Annual Meeting of the Full Council**  
**Minutes of the Meeting Held On Wednesday 29<sup>th</sup> May 2013 at 7pm**  
**in the Committee Room at the Village Hall, Braeside Road, St Leonards**

**Members Present:** Cllr M Dyer, Chairman  
 Cllr R Adkins                      Cllr R Dudman                      Cllr M Hockley                      Cllr Mrs A Warman  
 Cllr J R Bryan                      Cllr N Hindmarch                      Cllr C House                      Cllr R Warman  
 Cllr J Crow    Cllr Mrs J House

**Present:** Mrs A Jacobs Clerk and fourteen Members of the Public.

Cllr R Bryan retiring Chairman took the Chair for the election of the Chairman for the Municipal Year 2013/2014

- 1. Election of Chairman of the Parish Council for the 2012/2013 Municipal Year** - There was one nomination for Chairman, Cllr M Dyer accepted the nomination.  
 It was proposed by Cllr N Hindmarch, seconded by Cllr R Adkins, that Cllr M Dyer be duly elected as Chairman for the 2013/2014 Municipal Year. This was agreed by 10:1 with Cllr M Hockley against.  
**RESOLVED: Cllr M Dyer is elected Chairman for the 2012/2013 Municipal Year.**  
 Cllr M Dyer duly signed the Declaration of Acceptance of Office as Chairman of the Parish Council.

Cllr R Bryan gave a short address of thanks and presented Cllr M Dyer with the Chain of Office. Cllr M Dyer took the Chair for the rest of the meeting and presented Cllr R Bryan with a past Chairman's plaque in thanks.

- 2. Election of Vice-Chairman of the Council for the Municipal Year 2013/2014** – There were three nominations for Vice Chairman. Cllr R Adkins; Cllr B Goringe and Cllr C House. A secret ballot was held in accordance with Min. 493 Cllr R Adkins was appointed by a clear majority. Proposed by Cllr J Crow, seconded by Cllr N Hindmarch that Cllr R Adkins be duly elected as Vice Chairman for the 2013/2014 Municipal Year. Agreed.  
**RESOLVED: Cllr R Adkins is elected Vice Chairman for the 2013/2014 Municipal Year.**  
 Cllr R Adkins duly signed the Declaration of Acceptance of Office.

The Chairman confirmed that the Members of the Public were attending in respect of Agenda Item 14 (Horton Road allotment proposal). He suggested that, after the Open Forum, this could be brought forward for consideration, after which the meeting could be suspended, giving the Public a further opportunity to speak.

It was proposed by Cllr R Bryan and seconded by Cllr Mrs J House, and agreed unanimously that the Allotment Item could be suspended,

**Open Forum:** A spokesperson for the residents questioned the legality of the proposal to use part of the Village Green for allotments. Attention was drawn to the content of the letter of objection from the Open Spaces Society. A couple of residents had also obtained independent legal advice which made it clear that the only option for this proposal as it stands would be for deregistration of the Village Green and if successful in that application the Council would have to purchase equal land as well as paying the deregistration fee of £4,900. In light of this information the resident respectfully requested that the Council resolves not to proceed with the proposal.

Cllr Mrs A Warman proposed that the allotment item 14 be brought forward, seconded by Cllr R Bryan. Agreed unanimously.

**RESOLVED: That the allotment item 14 be brought forward in the meeting.**

- 3. Allotment proposal for Horton Road Village Green – Min. 491 refers** - Members noted the information received following the fact finding meeting held on 24<sup>th</sup> April. Members also received a letter from the Open Spaces Society dated 15.05.13 opposing the proposal (copied to all Members). Members debated the information received. Other issues also complicated the potential use of this site such as the badger sett; security and clarification on the erection of structures. With the escalating demands of development there was also concern about the loss of green open space. Members also noted the needs of those seeking allotments. Cllr Mrs A Warman stated that this was one of four sites the working party had been

investigating but that the Horton Road site was never proposed as a site and that there was never any intention of removing the Village Green status. Cllr Mrs A Warman asked that the working party be allowed to continue their research into car parking and bunds as this would be useful information for other sites. A further potential site was also to be researched. The Council thanked Cllr Mrs A Warman and the Working Party for their considerable efforts on what had become a sensitive and difficult issue. Taking into account the information from the Open Spaces Society, the views of residents present; costs of deregistration and the need to seek replacement land to comply with the Village Green status, it was concluded that there was sufficient information to make a decision on the Horton Road proposal. It was agreed that the Council would discontinue consideration of the Horton Road Village Green as a site for allotments. Proposed by Cllr C House, seconded by Cllr M Hockley. Cllr Mrs A Warman and Cllr R Warman abstained, rest in favour.

**RESOLVED: That the Council would discontinue consideration of the Horton Road Village Green as a site for allotments**

The Chairman allowed the residents present to comment further.

Residents present recognised that a process of investigation had to take place and that this had caused a lot of work they asked that residents were involved more in future. The Clerk stressed the need for residents to participate by responding to newsletter and noticeboard requests which had in the past received little if any feedback. Thanks were given to the Council and the residents left the meeting.

4. **County Councillor Peter Richardson** – A report was circulated to Members. A copy of which appears as Appendix A with these Minutes in the Minute Book.
5. **Declarations of Pecuniary Interest** not declared on the register and requests for dispensation: None.
6. **Apologies were received and accepted from:** Cllr B Goringe and Cllr G Willetts
7. **Minutes of the Parish Council Meeting held on 24<sup>th</sup> April 2013 pages 88-90** – Cllr M Hockley asked for a point of order and proceeded to accuse another Member of a number of issues including bullying, poor treatment, corruption and harassment and taking legal action against him. The Chairman interrupted and asked him to cease as the only point for discussion was the accuracy of the Minutes. If Members have a question on the accuracy of the Minutes this should be raised in accordance with Standing Orders prior to the meeting.

The Minutes were agreed as an accurate record. Proposed by Cllr J Crow, seconded by Cllr R Bryan. All in favour with Cllr M Hockley abstaining.

**RESOLVED: The Minutes of the Parish Council Meeting held on 24<sup>th</sup> April 2013 pages 88-90 were adopted.**

8. **Matters arising from the Minutes:-** Min. 457 Gypsy and Traveller Accommodation Needs Assessment consultation – Response compiled from Councillor input and submitted. Noted.
9. **Appointment of Committees and Parish Council Representatives to Outside Organisations/Specific Posts 2013/2014 (2012/2013 list attached) –**
  - i) The Council confirmed Committee and Sub-Committee appointments as per the list for 2012/2013 subject to confirmation of acceptance of appointment by Cllr Willetts and Cllr Goringe the Committees were approved. Cllr J Crow was also appointed to the Planning Committee.
  - ii) **Parish Council Representatives to Outside Organisations/Specific Posts 2013/2014**  
Cllr Hockley requested to go on the Airport Forum and BACC. Cllr Hockley expressed his concern that as these were both technical Committees the Council should appoint someone with aviation expertise and knowledge which only he had. This was discussed. The Chairman asked if there was anyone to Second the proposal, there was no Seconder and therefore the motion fell. Cllr C House proposed that the representation of Cllr N Hindmarch and Cllr Mrs J House remains as last year, seconded by Cllr R Warman. The motion was carried 9:1 with Cllr R Bryan abstaining for legal reasons.  
**RESOLVED: Representation of the Airport Forum for 2013/2014 is Cllr N Hindmarch and Cllr Mrs J House.**

The Council confirmed the appointment of Parish Council representatives as per the attached list. Those appointments not discussed will be confirmed at the June full Council meeting.

10. **Annual Review of Documents** – In accordance with Standing Orders the Council noted that it is scheduled to carry out an annual review of its regulatory documents at the annual meeting as this was

carried out in November and January and new draft Standing Orders and Financial Regulations are currently held up in the draft stage, the Council accepted the Clerk's recommendation that they are accepted as they are pending receipt of NALC guidance expected November 2013. The Risk Assessment policy and Review of Audit to be reviewed by Finance Committee with a recommendation to full Council for the October meeting to ensure compliance with Audit regulations. Agreed unanimously. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs J House.

**RESOLVED: That the Standing Orders and Financial Regulations are reviewed once NALC guidance is received and that the Risk Assessment Policy and review of Audit will be delegated to Finance Committee who will put recommendations to Full Council in October.**

- 11. Adoption of Minutes of Committee Meetings** – Approved minutes of the following Committees were duly adopted by the Parish Council:-  
 Planning 4<sup>th</sup> April, 2013 pages 86 & 87 proposed by Cllr Mrs J House, seconded by Cllr C House. Agreed unanimously.  
 Planning Committee 25<sup>th</sup> April, 2013 pages 91 & 92 proposed by Cllr Mrs A Warman, seconded by Cllr Mrs J House. Agreed unanimously.

- 12. Horton Road Village Green Provisional Tree preservation Order effective 17.05.13** –Members to received the provisional order which covers the whole boundary of the Village Green. It was noted that this was a Woodland order rather than a specific tree order. This was discussed. Concern of delay if an emergency occurs was raised. The Clerk will write and give the Council's view and seek guidance in the event of emergencies.

- 13. Gift of replacement floor for Scouts** – Min. 497 refers - Members discussed the three quotations received and the Clerk confirmed receipt of acceptance of terms from the Scouts HQ. The Project Manager and Clerk confirmed that all three met the specification and after discussion it was agreed to accept the quotation from B & D Flooring of £6519.25. It was noted that written confirmation about the need for the access panels was awaited and if not needed the final cost would be reduced. Proposed by Cllr House, seconded by Cllr R Bryan. Agreed unanimously.  
**RESOLVED To accept the quotation from B & D Flooring at a cost of £6519.25 +VAT.**

The Clerk asked that a further contingency sum of £500 be sanctioned, which would only be used in need and would be subject to the agreement of the Project Manager and Clerk. This was agreed unanimously. Proposed by Cllr N Hindmarch, seconded by Cllr C House.

**RESOLVED: The Council approved an additional contingency sum of £500.**

- 14. Request from Bowling Club for a permanent sign advertising sponsor** – Members discussed the request. It was noted that the Leases specify that advertising, signs and aerials require the written permission of the Landlord, but that it shall not be unreasonably withheld however, the Tennis Club already have three large advertising signs and other site users may follow suit. It was agreed that for transparency and to prevent a proliferation of signs some form of management/policy was needed. Members agreed to defer to Amenities for a draft policy or letter of direction be compiled.

- 15. The following correspondence was noted:-**

1. EDDC Agendas
2. DCC Street closure notification – St Ives Park for Queen's Diamond Jubilee event
3. Letter from local historian returning noticeboards and informing the Council of his willingness to give historical talks.
4. Copies of letters from a resident to the Police Commissioner re the Police helicopter.
5. EDDC Yearbook request for information

- 16. Village Hall Management Committee:-** The minutes of 18<sup>th</sup> April 2013 had been circulated to Members and were noted.

- 17. Dropped Kerbs request A31** – The Clerk reported that Cllr P Richardson had reported that a response had been received to the letter from Miles Butler to the Highways Agency. The letter made it clear that Highways Agency were maintaining that the project would not be done unless part of a bigger project. This was discussed. It was agreed that the Clerk will write to the Minister for Transport and explain the health and safety implications. Proposed by Cllr C House, seconded by Cllr R Bryan. Agreed unanimously.

**RESOLVED: The Clerk will write to the Minister of Transport.**

**18. District Councillors' Update -**

Cllr Mrs Warman reported: There were a lot of changes occurring at the District Council. Currently the Chairman is handing over to the Deputy, Cllr Monks. A review of the Countryside unit is now underway. A new application has been submitted for the site at 1 Ashley Drive North, the new application is for a bigger property than that already won on appeal.

Cllr Dudman – Meetings coming up are Overview and Scrutiny and Licensing. Cllr Dyer - The cafeteria at EDDC has now closed and outside caterers are now handling refreshments. The estimated saving is around £40,000 P.A.

**19. Folly Farm Meeting 7<sup>th</sup> May 2013** – A report had been circulated and was noted. Cllr Warman thanked Cllr Mrs J House for attending.

**20. Parish Councillors' Reports –**

1. DAPTC No meeting
2. Homewatch –No meeting
3. ETAG – Nothing to report.
4. Youth Club – The leader has interviewed three potential Youth workers/helpers, currently no more is known. Avon River Church have just given notice which will mean no income.
5. PACT – no meeting
6. Car park working Party –
  - i) Members received a report on a recent working party meeting copy attached. This was discussed. Thanks to a generous local resident substantial vegetation had now been cleared which, once complete will mean that it will be easier to calculate what further work is required and the costs obtained. It is hoped to remove and alter the two rear ramps at the back of the hall and with this and new fencing and tarmac costs are estimated at around £15,000. The project now looks much more viable now that the extent of ground works can be estimated.
  - ii) Members received a letter from adjacent property raising concerns and requesting that a significant hedge is planted as a buffer. The letter had been copied to the working party. The Clerk will liaise with the Working party and draft a response on the basis of: that this is still in the proposal stage it is not in a decision stage and is ultimately a Scouts matter. It is currently a work in progress, however the Council sympathises with the concerns raised and will confirm that it is their intention to resolve the ground levels issue. The Working Party were asked to keep the concerns in mind and involve the neighbour in discussions on the proposal.
7. Report on Rural Crime Prevention Event 26<sup>th</sup> April 2013 Cllr Mrs J House and Cllr C House attended. Copy forwarded and noted.

**21. Tennis Club** – The Clerk reported a further incident 30.04.13 – Further letter sent to Chairman and Secretary with an invoice. The invoice will be put to the next Tennis Club Committee Meeting in June. Noted.

**22. Boundary Commission Review** – Members discussed a response to the recommendations being made by the Commission. The Council's previous response has not be accepted. A further period of consultation is now in progress. The Commission propose three Councillors but on an open warded basis. The potential issues were discussed. A lack of accountability and the public being confused by two areas being joined electorally joined only but responsibility being separate. It was agreed that a Working Party of Cllr R Bryan, Cllr R Warman, Cllr C House with Cllr R Adkins as reserve will compile a response. The Clerk will forward the Council's previous response to all Members who will then send in their comments to the Working Party.

**23. DAPTC Annual Subscription for 2013/2014**– Members approved the payment of the annual subscription for 2013/2014 of £976.28. Proposed by Cllr N Hindmarch, seconded by Cllr J Crow. Agreed 10:1 Cllr Mrs A Warman against.

**RESOLVED: To renew the annual subscription with DAPTC for 2013/2014 at a cost of £976.28.**

**24. Memorial Garden Opening 8<sup>th</sup> June 11am** – Members received an invitation to attend the opening of the Memorial Garden. Members confirmed attendance. The Clerk will confirm numbers.

**25. Exchange of information:**

1. Next meeting 26th June 2013 - 7.00pm

2. Cllr Mrs Warman reported receiving a complaint about the condition of the verges at the corner of Woolsbridge Road and Lions Lane. There is a quantity of tree debris and the area needs a tidy up.
3. Cllr Adkins has been speaking with EDDC Officers who have received complaints about the new development at the corner of Woolsbridge Road and Horton Road. An Enforcement Officer will be attending to ensure compliance with permission.
4. New Planning rules come in to force next week which will allow a barn to be converted into a travel lodge amongst other changes.
5. Cllr Hindmarch reported a large amount of work taking place at the Haven Garage. An old permission was renewed but Enforcement will ensure compliant.
6. Cllr Bryan reported some major tree cutting in Boundary Lane.
7. Cllr R Bryan suggested that Highways were reminded that the Boundary Lane roundabout was only half completed and perhaps they could complete the dropped kerbs with that.
8. The new Head of Planning is a Mr Moire.
9. The Parish Office now has Superfast Broadband.

**The meeting closed at 9pm**

**Chairman**