

# FLETCHING PARISH COUNCIL

Clerk: Lorna Thwaites

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## APPROVED MINUTES OF THE ORDINARY MEETING OF FLETCHING PARISH COUNCIL

**Monday 7<sup>th</sup> September 2020.** *The public were advised the meeting was being recorded*

Members of the Public in Attendance: 3 (1 joined at 19.11)

Questions from the Public: **NONE RECEIVED**

Members in Attendance: Cllrs Rothery, Constantinou, Collum, Greenish, Shaw, Hannay, Minch, District and County Councillor Galley and Lorna Thwaites, Clerk and RFO.

### 67. APOLOGIES

Apologies for absence as reported at the meeting: Cllr Borton - away; Cllr Kerwood - work commitment.

### 68. DECLARATIONS OF INTEREST.

Declarations of Interest in respect of items on the Agenda were **RECEIVED**, as required by the Members Code of Conduct: Agenda item 12: Cllr Constantinou knows Vince Cottingham of VC Garden Services but did not consider his interest prejudicial; Agenda item 7: ii Cllr Hannay is married to the Chair of Fletching School PTA; Agenda item 7:vi & 8:2: vii Cllrs Greenish and Shaw are members of Piltdown Golf Club and did not vote on this item; Agenda item 8:ii: viii Cllr Shaw knows the applicant and did not vote on this item; Agenda item 7:ii:vi Cllr Greenish knows the applicant and did not vote on this item; Agenda item 10:ii: Cllr Minch declared an interest and didn't vote on this item.

### 69. MINUTES

The minutes of the ordinary meeting of Fletching Parish Council held on 06 July 2020, and the Extra-Ordinary Meeting on 20<sup>th</sup> July 2020 as circulated on the Agenda, were **RESOLVED** as correct records, and were signed by the Chair.

### 70. REPORTS

A report from the District and County Councillor Roy Galley was **RECEIVED**:

East Sussex County Council: currently concerned with how many children will return to school; there is a low level of COVID cases across the county currently.

Wealden District Council: £38m has been paid out to local businesses to support their economic development; some money has not been allocated and needs to be paid back to the government; further funding is available to re-generate high streets to help businesses adopt appropriate safety measures and encourage people to go into retail premises; Climate Change - WDC are considering where charging points can be installed for electric vehicles as well as other initiatives for improved energy efficiency; a full report should be available in December.

Cllr Constantinou enquired over grass cutting for Bell Lane: Cllr Galley sent an email on 29<sup>th</sup> July, but no definite response has been received as yet.

### 71. POLICIES FOR APPROVAL

i. Grant Awarding Policy: **APPROVED**.

ii. Planning Protocol: Cllrs Collum and Constantinou raised some questions over the proposed protocol. The Council **AGREED** to defer approval of a planning protocol to the next meeting.

### 72. MATTERS ARISING SINCE THE LAST MEETING

i. An update on possible locations for a flagpole was **RECEIVED**: Cllrs Rothery and Constantinou visited the site; the location of placing a flagpole where the brazier is placed was considered; difficulties with the length of the flagpole of placed on the village hall were raised; the Clerk was asked to establish ownership of the land, license requirements and to contact the residents of Cherry Tree Cottages where the pole would be sited.

ii. An update on protective leg cuffs for the bench at Cherry Tree Cottages was **RECEIVED**: Cllr Constantinou is now looking at a die bonded aluminium option as the manufacturer in Italy is not responding.

iii. A donation for the wreath laid at the VJ Day Anniversary Service was **AGREED** at £50.

iv. An update on parking on the High Street: An informal conversation with the proprietor has been had and parking issues seem to have been currently alleviated; the matter was also raised at the recent SLR meeting; the Council **AGREED** to continue to monitor the situation.

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- v. An update on the request for the tree preservation order (trees opposite Moons Barn) was **RECEIVED**: At present WDC is having to give priority to TPOs where trees are actively being felled or where there is substantive evidence to demonstrate that inappropriate work or tree removal will imminently commence.
- vi. The response from the Forestry Commission re the felling of trees at Moons Barn was **RECEIVED**: Investigations of the Forestry Commission could not demonstrate that it was likely a breach of the Forestry Act. 1967 (as amended) had occurred; on this occasion no further action will be taken.
- vii. An update on the response sent to the parishioner regarding 'Matters for FPC meeting of 6<sup>th</sup> July' was **RECEIVED**: No response has been received subsequent to the letter sent from the Council; the Council **RESOLVED** to close this matter.
- viii. An update from environmental health with regards to outdoor events at Trading Boundaries was **RECEIVED**: Rother Environmental Health are monitoring the situation.

## 73. CORRESPONDENCE RECEIVED

The following correspondence and any other correspondence received before the meeting was **RECEIVED** and actions **AGREED**:

- i. Email from a parishioner concerning a car parked in the disabled bay at Fletching Village Hall: the Council **NOTED** the car is still in the car park; the Clerk was asked to report it; Cllr Galley advised this might be part of a wider issue of anti-social behaviour in Cherry Cottages; Cllr Galley will contact the Street Scene team at WDC. *Cllr Galley left the meeting at 21.06*
- ii. Email from the Chair of the Fletching School PTA 'Fletching Garden Trail 2021': The Garden Trail is planned for 13<sup>th</sup> June 2021 and the Parish Council felt there were no issues with the date or the event.
- iii. Email received 'Great British Spring Clean': The Council **NOTED** that the parish council public liability insurance is only valid if the event is organised on behalf of the parish council; the Council **RESOLVED** that Cllr Borton would co-ordinate with the parishioner organizing the event.
- iv. Email from WDC 'Recognition for Service to the Community': Council Members agreed that the local shops had supported the community during this time and would like them to be recognised; Cllr Rothery **AGREED** to circulate a few words of how they have made a difference over the last few months.
- v. Email from WDC 'Dog Fouling PSPO extension': The Council **AGREED** to support the extension.
- vi. Email from a parishioner regarding walkers on Piltdown Golf Course: The Council **NOTED** that it has no statutory powers or duties over footpaths or their sign posting; Cllr Shaw **AGREED** to discuss the matter with the Golf Club.
- vii. Telephone discussion with a parishioner regarding a neighbourly dispute: An update was **RECEIVED** by the Council; the matter required no further action of the Council.
- viii. Community Action Safety Group - any issues to be raised for the meeting 30 Sept 2020: No issues to be raised.
- ix. ESH - Rural Tree Survey: **RECEIVED** and **NOTED**.

## 74. PLANNING APPLICATIONS

1. Alterations currently being made to the Georgian Building at Trading Boundaries were **DISCUSSED**: Whilst visiting a planning application, the Council were made aware of works undertaken in the historic part of the building; the Council **RESOLVED** that these works should be raised to Planning Enforcement but as a courtesy the Clerk would contact the owner to advise them of the council's actions; Cllr Constantinou requested the Clerk to minute his view that he felt Wealden Planning Enforcement should be contacted without contacting the owner in the first instance; the council **AGREED** that Cllr Collum would send the Clerk details of the perceived breaches witnessed.
2. To **RECEIVE** comments for applications reviewed by Cllrs with delegated planning responsibility:
  - i. **WD/2019/2474/F THE OLD STABLES, DOWN STREET, PILTDOWN, TN22 3XX** (comments by 4 Sept 2020) TO RAISE THE EAVES OF THE LOFT TO CREATE HABITABLE FLOORSPACE, REAR SINGLE STOREY EXTENSION, AND REMOVAL OF EXISTING BUILDING REMAINING TO REAR. APPROVED by FPC

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Comments **AGEED** by FPC: This is not in the AONB conservation area and not listed, so it is under no restriction. DC19 (2) says that development should be of appropriate size and character, relative to the original building. This building would be of a similar character, although a second storey would be added. However, the tiles would be appropriate, the two metal chimney flues would be removed because the building will be using heat exchangers and concealed solar panels, and so no fires. The conservation windows are set high so they will not give visual access to the neighbour's property. The surrounding area has already been considerably developed but this development would be of a more appropriate traditional character and would enhance the area. FPC therefore recommends **APPROVAL**.

ii. **WD/2020/1348/F & 1349/LB TRADING BOUNDARIES LTD, SHEFFIELD GREEN, TN22 3RB** (comments by: 20 Aug 2020) EXTENSION AND RENOVATION OF EXISTING KITCHEN FACILITIES SERVING EXISTING CAFE. PART DEMOLITION OF EXISTING KITCHEN AND INTERNAL ALTERATIONS TO EXISTING RESTAURANT. SUPPORT  
Comments **AGREED** by FPC: This application relates only to the 1960s extension and on this basis Fletching Parish Council **SUPPORT** the application.

3. To **AGREE** comments for the following applications and any others that arrive before the meeting:

i. **WD/2020/1169/F POND COTTAGE, NORTHALL LANE, SPLAYNES GREEN, TN22 3TH** (comments by 8 Sept 2020) FIRST FLOOR REAR EXTENSION. NEW GARAGE

Comments **AGREED** by FPC: This is a cottage which has been modernised recently, prior to it being in the conservation area. It is now in the conservation area and this affects the response of Fletching Parish Council. The main extension, the second floor of the extension is not visible from the front and is acceptable because of this. There is a window that will give visual access to the neighbour, but the council understands the neighbour does not object to this. Permission has been previously given for a small garage, but the work was not undertaken. This application is now for a larger garage which will be visually dominant against the smaller cottage and obscure the view beyond the house. It is considered detrimental to the conservation area. Fletching Parish Council **AGREED** to **NOT SUPPORT** the application because of the garage part of the application.

ii. **WD/2020/1386/F & 1387/LB YEW TREE COTTAGE, FURNERS GREEN, SHEFFIELD PARK, TN22 3RD** (comments by 10 Sept 2020)

CREATION OF A SINGLE STOREY REAR EXTENSION WITH CELLAR TO CREATE ADDITIONAL LIVING ACCOMMODATION AND STORAGE

Comments **AGREED** by FPC: This is a restored 16th century timber framed building. The current application does not affect the historic significance of the building. There is no impact on the setting, and it does not harm the architectural integrity of the building. The work uses conditional and sustainable materials and has the approval of the Listed Building Authorities. Fletching Parish Council **AGREED** to **SUPPORT** the application. It was noted that a detailed pre-app was taken and the applicants had followed that advice.

iii. **WD/2020/1383/FR WOODSIDE, (LAND ADJACENT TO LAWRENCES) NORTH HALL LANE, FLETCHING, TN22 3TJ** (comments by 16 Sept 2020)

RETROPECTIVE APPLICATION FOR THE ERECTION OF NEW DETACHED DWELLING AND GARAGE WITH ASSOCIATED NEW ACCESS, PARKING AND TURNING AREA (AMENDMENT TO WD/2017/2429/F)

Comments **AGREED** by FPC: Members of the Council thought the dwelling was situated in the conservation area of Fletching. However, the applicant, in attendance at the meeting, showed a map indicating his property to be outside of the conservation area. The Council **RESOLVED** to **DEFER** to comments at this meeting to confirm the location of the property with regards to the conservation area. The Council **AGREED** to delegate comments to cllrs with planning responsibility.

iv. **WD/2020/1552/LB MAYS HOUSE, HIGH STREET, FLETCHING, TN22 3ST** (comments by 17 Sept 2020)  
REPLACEMENT OF MODERN FRONT DOOR

Comments **AGREED** by FPC: This is a Listed Building in the conservation area of the village. The suggested design follows that of others in the building and the street. Whilst the Council feels that it is not an appropriate design for such a listed building of this age in the conservation area, it is considered better than the door that is being replaced. The Council **AGREED** to **SUPPORT** the application.

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v. **WD/2020/1546/F ASHGROVE, GOLDBRIDGE ROAD, PILTDOWN, TN22 3XN**

(comments by 18 Sept 2020)

CONSTRUCTION OF FAMILY HOME ON UNOCCUPIED FIELD ADJACENT TO ASHGROVE TO INCLUDE DETACHED GARAGE AND TREATMENT PLANT.

Comments **AGREED** by FPC: This an application for a 6bedroom house on a green field site with access on an existing entrance. The site is in the Ashdown Forest exclusion zone and the dwelling will generate considerable traffic movement. The Council understands there was no pre-application consultation. It is out of keeping with other houses in the area.

The council understands Wealden is in favour of smaller dwellings and **AGREED** to **NOT SUPPORT** this application

vi. **WD/2020/1584/F DENNIKER FARM HOUSE, RUSTON BRIDGE ROAD, FLETCHING, TN22 3SH** (comments by 23 September 2020)

PROPOSED NEW ROOF TO FORM FIRST FLOOR ACCOMMODATION INCLUDING INTERNAL & EXTERNAL ALTERATIONS

Comments **AGREED** by FPC: DC18 (5.99) account should be taken of the cumulative impact of the extension. DC19 (2) the proposal should not be intrusive in the landscape or detrimental to the rural setting. This building is not appropriate to the village or sympathetic to the setting. The proposed new roof is no higher than that of the current roof, but the plans are not clear on the scope of the extension. Unfortunately, no response was received to the Council's request for a visit and thus cllrs were not able to visit. FPC **AGREED** to **NOT SUPPORT**.

vii. **WD/2020/1432/LBR THE PILTDOWN GOLF CLUB, GOLF CLUB LANE, PILTDOWN, TN22 3XB** (comments by 24 September 2020)

PART RETROSPECTIVE APPLICATION FOR INTERNAL ALTERATIONS TO THE CLUBHOUSE TO PROVIDE BETTER FIRE SEPARATION BETWEEN THE GROUND FLOOR KITCHEN AND FIRST FLOOR OFFICES AND TO IMPROVE FUNCTIONALITY OF THOSE OFFICE AREAS BY THE ALTERATION OR REMOVAL OF EXISTING PARTITIONS, INCLUDING THOSE FORMING A NOW DEFUNCT WOMEN'S TOILET FACILITY.

The rest of the application was considered acceptable. The Council **AGREED** to **NOT SUPPORT** because there is already an access point.

*Cllrs Shaw and Greenish had declared their interest and did not vote.*

viii. **WD/2020/1545/F ROSALYND, NORTH HALL LANE, SPLAYNES GREEN, FLETCHING, TN22 3TL** (comments by 25 Sept 2020)

DEMOLITION OF EXISTING GARAGE. REBUILD AS TWO BAY GARAGE WITH HOME OFFICE IN ROOF VOID. FIRST FLOOR SIDE EXTENSION. ROOF EXTENSION

Comments **AGREED** by FPC: The property is in the revised conservation area. EN19 suggests that the character and high visual quality of the conservation area is important. Proposals which enhance or preserve the existing character in scale will be approved. However, the garage is dominant because of its height. The proposal to lift the roof of the house will not alter its character. The extension to the side will enlarge the building but will balance it. Due to the garage, the Council **AGREED** to **NOT SUPPORT** the application.

## 75. **PLANNING DECISIONS**

To RECEIVE planning decisions from Wealden District Council:

i. **WD/2020/0690/F HOPE COTTAGE, GOLDBRIDGE ROAD, PILTDOWN, TN22 3XN**

CONVERSION OF EXISTING GARAGE TO RESIDENTIAL ANNEXE - **APPROVED** on 20<sup>th</sup> July 2020

ii. **WD/2020/0692/LB FERMOYS, HIGH STREET, FLETCHING, TN22 3TE**

REPLACE EXISTING FRONT DOOR AND FRAME - **APPROVED** on 17 July 2020

iii. **WD/2020/0938/F CHURCH COTTAGE, HIGH STREET, FLETCHING, TN22 3SS**

PROPOSED FIRST FLOOR EXTENSION TO SIDE OF PROPERTY - **APPROVED** on 28 July 2020

iv. **WD/2020/0956/LB SHEFFIELD MILL FARM, SHEFFIELD MILL LANE, FURNERS GREEN, TN22 3RN**

ESSENTIAL ROOF MAINTENANCE. NO DEMOLITION, ALTERATIONS OR EXTENDING INVOLVED. 80% OF EXISTING ROOF TILES WILL BE REMOVED AND SAVED. RECLAIMED TILES TO MATCH WILL BE USED TO MAKE

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UP ANY SHORTFALL. DURING THE ROOF WORK WE WILL TAKE TH OPPORTUNITY OF PUTTING IN PLACE NEW ROOF INSULATION - **APPROVED on 28 July 2020**

v. **WD/2020/0941/F FERMOYS, HIGH STREET, FLETCHING, TN22 3TE**

PROPOSED NEW GARAGE - REFUSED on 21 August 2020

vi. **WD/2020/1095/F COGANS, BATTs BRIDGE ROAD, PILTDOWN, TN22 3XR**

GROUND AND FIRST FLOOR EXTENSION, NEW FRONT ENTRANCE AND INTERNAL ALTERATIONS - **APPROVED on 25 August 2020**

vii. **WD/2020/1148/F POUND FARM, SHEFFIELD GREEN, SHEFFIELD PARK, TN22 3RB**

PRIVATE TENNIS COURT AND EXTENSION TO RESIDENTIAL CURTILAGE - **APPROVED on 3 Sept 2020**

*Response to Parish Council: A suitable planting scheme has been provided and will be conditioned.*

## 76. FINANCE

i. Payments for September were **AUTHORISED** and the bank reconciliation **RECEIVED**.

ii. The re-enrolment of Clerk into the Local Government Pension Scheme was **AGREED** and authority to delegate the completion of the re-declaration online to the Clerk was **AGREED**.

iii. The Local Government Services Pay Agreement 2020-21 was **RECEIVED** and the Council **RESOLVED** to accept for both Pay and Annual Leave.

iv. The Section 3 External Auditor Report 2019/20 was **RECEIVED** from PKF Littlejohn: On the basis of their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

## 77. GRANT AWARDS

i. The letter of award confirmation to Fletching Primary School was **AGREED**.

ii. A grant request from Wealden Citizen Advice was **RECEIVED**: The Council **NOTED** that the grant application was for running costs and **RESOLVED** that in accordance with their policy they could **NOT SUPPORT** the award. *Cllr Minch declared an interest in this item and did not vote.*

## 78. BURIAL GROUND

i. A request to waive the triple rate fee for two cremation plots was **RECEIVED**: As the applicants are not on the parish electoral role the Council **RESOLVED** that the in-parish rate could not be offered. This is in accordance with the published fees of Fletching Burial Ground.

ii. The results of the Cemetery of the Year Award was **RECEIVED**: Fletching Burial Ground had not been selected as a finalist on this occasion.

iii. A request to waive the triple rate free for a cremation plot for the burial of a past parishioner who had lived in the parish for 45 years was **RECEIVED**: The Council **RESOLVED** that the plot could be purchased at the in-parish rate.

## 79. GROUNDS MAINTENANCE

i. References for the 3-year grounds maintenance contract were **RECEIVED**.

ii. The Council **RESOLVED** to award the 3-year grounds maintenance contract: The Clerk had circulated information received from the applicants to Council Members prior to the meeting. The Council **RESOLVED** to appoint Countryman's Contractors for the 3-year contract. The Council **RESOLVED** to instruct Countrymans on a cut and drop basis in all areas apart from the playground, where cut and collect is required. This is the same basis as currently cut.

## 80. ONLINE COMMUNICATION - The Council **AGREED** to **DEFER** this item to the next meeting

i. To **RECEIVE** the Clerks recommendation regarding a parish council Facebook page

ii. To **RESOLVE** to develop a Fletching Parish Council Facebook page

iii. To **AGREE** the FPC Social Media Policy

## 81. HIGHWAYS

i. The minutes from the SLR meeting of 28 July 2020 were **RECEIVED**.

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ii. An update from the meeting between a parishioner and Cllr Constantinou with regards to traffic speed and signs on the A275 near Trading Boundaries was **RECEIVED**: Cllr Constantinou has discussed the matter with the parishioner who has decided they will not be pursue the matter further.

## 82. PROJECTS

**1. FLETCHING RECREATION GROUND:** An update was **RECEIVED**: Members of the recently formed recreation ground committee undertook a site visit and identified any issues; they are in the process of arranging a meeting with the 3 main clubs who use the recreation ground.

### 2. LAND REGISTRATION

i. An update on the progress of the land registration work was **RECEIVED**: a communication from the Land Registry has been received advising that simple amendments are not currently being dealt with due to the impact of COVID-19.

### 3. FINGERPOSTS

i. Cllr Constantinou advised the Council that there is currently no progress update on the Fingerposts at Splaynes Green and Golf Course Triangle.

ii. Next steps with regards to the fallen Fingerpost were **AGREED**: The Clerk was requested to contact the correspondent to establish the state of the fingerpost.

### 4. PUMP HOUSE

i. Key items to repair on the pump house including the removal of the door and surround were **AGREED**: Replace planks around the side of the building; remove concrete used where the wood has split and replace with lime water; remove all creepers/ivy that are entering the Pump House; lay floor with slabs or pavers (not concrete); clean/tidy up pump with a linseed wash or applying Fertan (to prevent rust and corrosion); prepare iron railings and apply Fertan; remove door which is a later addition; obtain Certificate of lawfulness if required.

ii. The Council **AGREED** to contact Jo Tucker, Snr Heritage Officer to establish if any formal paperwork is required to repair the Pump House.

iii. The Council **AGREED** to prepare a building specification.

### 5. PARISH WALKS

i. Cllr Minch will update with regards to a volunteer producing a booklet of walks at the next meeting.

**83. TO AGREE ITEMS FOR THE NEXT PARISH COUNCIL MAGAZINE:** Appointment of Countrymans; ESH Rural Tree Survey; promotion of parish council website and 'news' updates.

**84. AGENDA ITEMS PROPOSED FOR THE NEXT ORDINARY MEETING OF FLETCHING PARISH COUNCIL:**

To AGREE next steps for the fallen Fingerpost at Splaynes Green

**85. THE TIME AND DATE OF THE NEXT MEETING OF FLETCHING PARISH COUNCIL was RECEIVED:** Monday 5<sup>th</sup> October 2020.

**86. THE MEETING CLOSED at 21.59**