**DANEHILL PARISH COUNCIL**

**Minutes of public meeting preceding Danehill Parish Council Meeting held on Wednesday 26th June 2019 at Danehill Memorial Hall.**

Present: R. Wood (RW), N McPherson (NMCP), M Lewer (ML), G.Powell (GP), N. Macleod (NM), T. Blake (TB), R. Lewis (RL) (Chair)

Absent: A Martin (AM) and M Mockridge (MM)

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

Cllr Galley sent his apologies.

Public:

There were several people in attendance objecting to Lilac Fruit Farm applications. They were advised to return later for the planning meeting to express their concerns.

Mr Wells requested a change to the PC format of meetings and minuting. He also requested the item correspondence list be renamed.

**Minutes of Danehill Parish Council Meeting held on Wednesday 26th June 2019 at Danehill Memorial Hall.**

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Absent: A Martin (AM) (part) and M Mockridge (MM)

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

1. To accept apologies and reason for absence.
A Martin (AM) – Forest Meeting - *joined part way through the meeting at item 19 (iii)*

M Mockridge (MM) – Work commitments

1. To receive Declarations of pecuniary and declarable Interests from members in respect of any matter on the agenda.
The Chair reminded Cllrs to declare when necessary.

TB and ML – interests in Danehill Memorial Hall item were noted.

1. To approve as a true record and sign the minutes of the meeting held on 15th May 2019.
**These were unanimously approved by the Council and signed as a true record.**
2. To deal with matters arising from the minutes of the meeting held on 15th May 2019
**It was noted committees would benefit from more Cllrs as such it was agreed GP would join Finance and AM would join planning.**
3. Correspondence
The list had been circulated prior to the meeting.
The Chair read the list out and some items were highlighted including the following correspondence on a possible re planting scheme of cooper beeches down the A275.

**It was agreed to get some idea on costs and possible partnerships with landowners including Cumnor and the Clerk would put this on a future agenda.
T**he Ashdown Forest cricket club correspondence was noted - **It was agreed to get more information and add to a future agenda.**The correspondence on overgrown hedges was noted and would go in the newsletter.
The thank you letter and update on funding from the School was noted.

The VE day information was noted - **It was agreed to get more information and add to a future agenda.**

The BT consultation was highlighted – **The Clerk was asked to respond as before citing the lack of mobile coverage.**

The Rights of Way consultation from ESCC was highlighted – **RW would provide a response to the Clerk to submit.**

Mr Wells correspondence received after the list had been circulated was read out by the Chair. Some items were a matter for WDC and ESCC and the Clerk would notify them. Some matters had been concluded and instructed and some would be moved to a future agenda as they were larger projects.

The list was read out and actions agreed were as follows:

* Repair the southern end of the french drain on Danehill Rec – **This work had been instructed**
* Remove encroaching brambles and grass from the length of the french drain around the edge of the flat area of Danehill Rec – **This work had been instructed.**
* Mulch the saplings in Jubilee Wood and re-stake those that are leaning sideways/need support – **This work would be considered when the survey of the wood had been completed.**
* Mulch the Queen’s Jubilee oak on Danehill Rec – **This would be actioned by the Clerk.**
* Cutting back the low hanging branches of the oak trees to the north of the tennis courts – **This would be considered in the next round of tree works by the Council.**
* Paint the pavilion on Danehill Rec – **It was agreed this was part of a bigger project and the pavilion needed to go on a formal agenda.**
* Remove moles from Danehill Rec – **The Clerk would action this.**
* Mulch the Queen’s Jubilee oak outside Danehill Social Club - **The Clerk would action this.**
* Place a plaque marking the Queen’s Jubilee oak outside Danehill Social Club - **The Clerk would action this and she asked Mr Wells for his proposed wording.**
* Clear vegetation/cut the hedge either side of the exit from Danehill Rec – **The Clerk would chase up the contractor.**
* Repair the potholes in Danehill Rec car park – **The maintenance of the car park would be considered as part of a larger maintenance project.**
* Repair/replace the car park and recycling signs at Danehill Rec car park – **The Clerk would action this.**
* Clear the mud and debris from the Recycling area at Danehill Rec car park– **RL and ML agreed to form a working party to arrange this.**
* Mulch and remove extraneous brambles etc from the hedge around Danehill Rec car park – **RL and ML agreed to form a working party to arrange this.**
* Clear encroaching grass and repair the path between Danehill Village Hall and the car park - **The Clerk would action this.**
* Repair broken lighting next to the path between Danehill Village Hall and the car park - **The Clerk would action this getting a quote and reviewing the insurance excess.**
* Plant the planned hedge at the top of the cemetery extension wall **This was part of a larger discussion on the future of the land and would be considered in due course by the Council**
* Remove the moss from the cemetery steps - **The Clerk would action this.**
* Complete the capping properly on the extension wall – The works as agreed has been completed no further works were planned by the Council.
* Re-instate the earth next to the cemetery extension wall to its original level - **This was part of a larger discussion on the future of the land and would be considered in due course by the Council**
* Contact East Sussex highways to de-weed and repair the pavement between the cemetery steps and the memorial triangle - **The Clerk would action this.**

**Mr Wells was thanked for his time in writing to the Clerk and the Council confirmed it had agreed at a previous finance meeting to update the asset list to enable the Clerk to finalise a rolling maintenance programme.**

1. Finance.
2. To ratify Finance Committee Minutes

**Unanimously ratified.**

1. To report on account year to date 2019/20

The report had been circulated prior to the meeting.

The Clerk reported on the account which was running to budget at this early stage in the financial year.

1. To approve Payment schedule.
**This had been circulated prior to the meeting and payments for £4348.30 were approved.**
2. To accept bank reconciliation.
**Unanimously accepted.**
3. To accept asset list.
**Unanimously accepted. This would be subject to work over the next few months to bring up to date.**
4. To accept risk assessment.
**Accepted by majority vote one abstention from NMCP who would forward input to the Clerk after the meeting.**
5. To consider Danehill Memorial Hall proposal for funding kitchen and WC works – See additional PC papers for details.
ML was thanked for his efforts to get more clarification on specification and costs.

The paper from the hall committee was considered and it was agreed to progress with the next stage of costs minus the architect’s fee proposal and the contingency was reduced pro rata.

**The Parish Council agreed to pay £24256.60 plus VAT on further works to complete the Danehill Works on top of those costs already agreed. This was agreed by majority vote with three abstentions.**

1. To consider tree survey costs for Jubilee Wood
**The quotes were outlined and the quote for £660 inc VAT from Gale Consultancy being the lowest was accepted.**
2. To consider tree costs for additional cemetery works
**It was agreed to include the optional ash in the planning application, and should it be accepted by WDC the contractor would be asked to carry out this work.**

**It was agreed to get further tree quotes for more works once the urgent works were completed.**

**The Clerk asked for contact information on local tree surgeons to get more quotes.**

**It was noted at this point in the meeting Mike Fishlock the former tree warden had requested (via a phone call with TB) an opportunity to address the Council on how he could support the Council as a Tree Warden. The Council requested that he formally write to the Clerk responding to the proposed terms and conditions and requesting the opportunity to address the Council at a future meeting.**

 ***The Council had agreed the terms of reference for tree and rights of way volunteers as the annual meeting.***

1. To consider Memorial Garden project costs
Three quotes had been received and the Council thanked Mr Mulford for his efforts.

**It was agreed to go ahead with the quote for Radial for £7440 plus VAT with Mr Mulford providing planting and an improved gate subject to clarification on the path surface being suitable for those with reduced mobility and information on other projects completed being circulated.**

**It was noted that WDC had confirmed a change of use application would be required for ashes internment and the Council agreed a memorial garden without formal burial or ashes internment would be established in the first instance.**

1. Reports from Parish Councillors on their areas of responsibility if applicable.
ML and the Clerk had met to review the burial ground and future would be considered in September.

AM reported on the funding issues for the Conservators.

NM reported on the SID spec as no one had any concerns over the specification this could now be ordered.

RW reported on the closure of the nursery and renovation of the Chelwood Gate Hall in August.

1. Matters to report and for consideration at future meetings.

Burial ground extension future.
Copper beeches.
Pavilion future refurbishment.
Ashdown Forest Cricket Club

Date of next meetings

Parish Council 17th July 7:30pm

Meeting closed 9:55pm