

**FRAMFIELD PARISH COUNCIL**  
**Minutes of the Meeting of Framfield Parish Council held remotely,**  
**Tuesday, 29 September 2020 at 7.30pm**

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**Present (Councillors):** Keith Brandon (Chairman)  
Tony Hall (Vice Chairman)  
Maria Naylor

**In attendance** Ann Newton - Clerk                      Members of the Public – none.  
Marie Owen – Responsible Financial Officer

*(The minutes are detailed in the order in which they appeared on the agenda but not necessarily the order in which they were taken at the meeting).*

*On 4 April 2020, the Government brought the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely. Members of the public still have the right to attend and will be given the link for the meeting prior to the meeting. However, questions from the public should be received 2 days in advance of the meeting by email to the Parish Clerk.*

### **1. Apologies for Absence**

Councillor Peter Friend. The Council noted the resignation of Councillor Bob Bather and that they are free to co-opt a replacement.

### **2. Declarations of Interest**

*Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda.* Tony hall declared a personal interest in any discussion on the CPRE as he is a member.

### **3. To accept the Minutes of the last meeting (21 July 2020)**

It was resolved to accept the minutes of the meeting held on 21 July 2020, having been circulated, as a true and accurate record of the meeting as proposed by Keith Brandon and seconded by Maria Naylor. The minutes will be signed by the Chairman at a later date.

### **4. Election of a Vice-Chairman**

Maria Naylor proposed that Tony Hall be elected as Vice-Chairman. This was seconded by Keith Brandon.

### **5. Matters Arising from the Minutes**

To receive updates or agree any further actions – all detailed elsewhere on the agenda.

- Village Signs – update. The oak posts were still awaited.
- Play areas – use of Zoona for a further three-month period (October-December). Change of contractor. The meeting resolved to agree to changing to the new contractor, a more local firm, for the reduced fee and to continue the contract for six months.
- Village Halls/Pavilion – update. Framfield School and Blackboys Pre-school are still the sole users of each Hall. Under the latest Covid-19 Government guidelines, a Track and Trace system now has to be in place for all public buildings. Councillors were in receipt of the T&T Privacy Policy which was formally adopted (KB/MN).
- Grants Policy – update/ongoing.
- Bus shelters – repairs – Framfield/Eastbourne Road. The meeting agreed that once the village signs had been reinstated they would ask the contractor for a quote for the bus shelter works.

### **6. Correspondence received since the last meeting**

*Letters for noting/discussion (Including items that have been received after this agenda has been published) – most items were from pending matters and dealt with under separate headings.*

- Kent, Surrey, Sussex Air Ambulance – letter of thanks.
- CPRE – subscription renewal. The meeting agreed not to renew the subscription.

- WDC:
  - Parish Planning 'Cluster' – Wealden Local Plan. The Clerk detailed the new 'Clusters' which had been formed across the District to facilitate discussion over the Local Plan. Parishes included in the Framfield Cluster are Uckfield, Maresfield, Isfield, Little Horsted, Fletching, Hadlow Down and Buxted.
  - 'Bring Site', Framfield. The meeting agreed that the site should be removed because all recycling could now be done via residents' own collections and the site was encouraging fly-tipping. The Clerk was requested to ask WDC to give the Council plenty of notice prior to it's closure so that the information could be advertised and to trouble-short for a short time should there be any additional fly-tipping.

## 7. Finance and General Purposes:

### Staffing:

- Ratification of the employment of Robert Newton as the cleaner at the Memorial Hall, Framfield, as an interim measure following the resignation of Lisa Parsons. This was agreed but to be kept as a separate role to that of the Grounds Manager.

### General:

- Grounds Maintenance Contract – tender documentation sent out with a deadline for return of 30 October 2020.
- Bank reconciliation, balances and accounts – all Councillors were in receipt of a copy of the financial sheets for comparison and agreement. The accounts were verified as correct by the Council. (MN/TN).
- Resolve to agree the since the July 2020 meeting the payments/disbursements as detailed on the report as circulated. These were agreed and detailed at the end of the minutes. These were agreed (TH/MN).
- Any other financial matters:
- Diarise FGP Committee – in order to discuss the budget for 2021/22 – 10 November 2020. RFO/Clerk to draft budget report for the meeting.

## 8. Planning Committee.

- The minutes/delegated comments since the last Parish Council meeting were agreed as read.
- Two additional applications needed comment from the list currently in circulation.
  - WD/2018/1759/F for Granary Cottage, Framfield Road, Blackboys, TN22 5LR. (amended design).
  - WD/2020/0700/MAO for Land South of Framfield Road, Blackboys. (Traffic report/ESCC Highways comments).
 These both have shorter turnaround times so Councillors would have to send in their comments quickly. Keith to circulate immediately.
- Keith further stated that the major application in Framfield had been appealed for non-determination.

## 9. Verbal Reports/updates from Council Members and the Clerk (if required).

- Liaison with ESCC on highway matters:
  - SLR meetings – none have been held.
  - Chairman – first meeting of CSAG. Keith detailed the aims of CSAG and the actions for the Parish Council.
  - Clerk – report on any other items not recorded elsewhere in the agenda.
    - Parish drive around with Highways Steward detailing list of 'hot spots'. Still to be done.
    - Parish Magazine – 2021/22 – review of charges. To be discussed at the FGP meeting.
    - Play area inspections – Chairman/Grounds Manager to drive around to see what could be done in-house.

## 10. Reports from Representatives

- **WDALC** (Wealden District Association of Local Councils) – minutes to be sent out as and when received.
- **Parish Planning Panel (c/o Clerk/Tony Hall)** - minutes to be sent out as and when received.

## 11. Items for referral by Councillors to the next appropriate Council or Committee agenda.

The Clerk detailed a flyer which she had received – ‘Nextdoor’. Keith voiced his concerns about the terms and conditions of use – she would speak to the resident detailed on the flyer.

*There being no further business, the meeting closed at 8.45 pm.*

**NEXT PARISH COUNCIL MEETING:  
Tuesday, 24 November 2020  
commencing at 7.30 pm.**

**FRAMFIELD PARISH COUNCIL**

**Income and Expenditure July/August/September 2020**

Invoice Date	Income/Exp	Item Heading	Payment Ref	Comments	Pre VAT VALUE (£)	VAT (£)	TOTAL (£)
08/06/2020	tfr	To ****6278		Interest	11.02		11.02
08/06/2020	inc	Interest		Interest	11.02		11.02
07/09/2020	tfr	To ****6278		Interest	9.36		9.36
07/09/2020	Inc	Interest		Interest	9.36		9.36
Invoice Date	Income/Exp	Item Heading	Payment Ref	Comments	Pre VAT VALUE (£)	VAT (£)	TOTAL (£)
17/09/2020	exp	Office equipment	OLB	Ann Newton	15.82	3.17	18.99
17/09/2020	exp	Stationery/Copying	OLB	Ann Newton	2.60		2.60
21/09/2020	exp	General	OLB	Trand BBT Alsford	(11.17)		(11.17)
17/09/2020	exp	General	OLB	Ann Newton	11.17		11.17
21/09/2020	exp	General	OLB	Trans FFT Alsford	(12.69)		(12.69)
17/09/2020	exp	General	OLB	Ann Newton	12.69		12.69
21/09/2020	Exp	General	OLB	Trans Allotment	(25.00)		(25.00)
17/09/2020	exp	General	OLB	Ann Newton	25.00		25.00
04/09/2020	exp	dog Bins	OLB	Wealden DC	312.50	62.50	375.00
28/08/2020	exp	Recreation Grounds	OLB	HPS Services	345.00	69.00	414.00
04/09/2020	exp	General	OLB	Epolyba	38.77		38.77
01/09/2020	exp	General	OLB	B&Q	19.11		19.11
01/09/2020	exp	Telephone/Internet	OLB	BT	127.75	25.54	153.29
19/08/2020	exp	NI & Paye	OLB	WG Accounting	493.74		493.74
25/08/2020	exp	Staff Costs	OLB	Staff Costs	2,538.52		2,538.52
30/07/2020	exp	Recreation Grounds	OLB	HPS Services	345.00	69.00	414.00
11/08/2020	exp	Recreation Grounds	OLB	Play Inspection Co	260.00	52.00	312.00
16/08/2020	exp	Telephone/Internet	OLB	Keith Brandon Zoom	11.99	2.40	14.39
16/08/2020	exp	Office equipment	OLB	Keith Brandon	7.49	1.50	8.99
11/08/2020	exp	General	OLB	Bookers	(107.40)		(107.40)
11/08/2020	exp	General	OLB	Bookers	107.40		107.40
08/09/2020	exp	General	OLB	Asda	(20.20)		(20.20)
12/08/2020	exp	General	OLB	Asda	20.20		20.20
21/07/2020	Exp	NI & Paye	OLB	WG Accounting	493.94		493.94
03/08/2020	exp	Grants & Donations	OLB	Air Ambulance	250.00		250.00
03/08/2020	exp	Grants & Donations	OLB	Wealden Citizens Advice	150.00		150.00
31/07/2020	Exp	General	OLB	Transfer from FFT	(1.00)		(1.00)
31/07/2020	exp	general	OLB	Amazon	1.00		1.00
29/07/2020	Exp	General	OLB	Transfer from FFT	(4.00)		(4.00)
29/07/2020	exp	general	OLB	Amazon	4.00		4.00
29/07/2020	exp	General	OLB	Transfer from BBT	(4.00)		(4.00)
29/07/2020	exp	General	OLB	Amazon	4.00		4.00
23/07/2020	exp	Insurance	OLB	Arthur Gallaghe	2,565.81		2,565.81
21/07/2020	exp	Staff Costs	OLB	Staff Costs	2,431.07		2,431.07
17/07/2020	exp	Office equipment	OLB	Keith Brandon	32.95		32.95
17/07/2020	exp	Telephone/Internet	OLB	Keith Brandon Zoom	14.39		14.39
01/07/2020	exp	I A Fee/GDPR	OLB	WG Accounting	90.00		90.00