

**FRAMFIELD PARISH COUNCIL**  
**Minutes of the Meeting of Framfield Parish Council held remotely,**  
**Thursday, 1 April 2021 at 10 am**  
**(re-convened meeting scheduled for 30 March 2021)**

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**Present (Councillors):** Keith Brandon (Chairman)  
Maria Naylor Tony Hall (Vice Chairman)  
Councillor Ann Newton (WDC)

**In attendance** Ann Newton - Clerk Members of the Public – none.

*(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.*

**Councillor Ann Newton (WDC)** had also sent in two reports – the Parish Bulletin and an article she had recently placed in the Parish Magazine. Discussion on the recent influx of planning applications ensued along with the lack of a Local Plan.

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

Councillor Chris Dowling (ESCC) and Marie Owen – Responsible Financial Officer. Councillor Dowling had sent a brief update report on items reported the previous month.

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

*Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. There were none.*

### **3. To accept the Minutes of the last meeting (9 February 2021)**

It was resolved to accept the minutes of the meeting held on 9 February 2021, 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. Matters Arising from the Minutes**

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

- Bus shelters – repairs – Framfield/Eastbourne Road. The Clerk reported that the contractor who reinstated the village signs was not able to do the work so another contractor had been contacted for a quote.
- Parish streetlighting – the meeting agreed to accept the quote from ESCC to carry out the required survey.

### **5. 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.*

- Air Ambulance Kent Surrey Sussex – Councillors agreed that consideration should be given to a donation in the new financial year having last sent a donation in mid-2020. To be placed on the next agenda.
- ESCC: Wildlife Verge application – the meeting agreed with the designations for Barn Lane and Gatehouse Lane.

### **6. Covid-19 – any relevant items.**

- Future letting of halls – the Chairman stated that the guidance is still unclear as to what will be required once halls can be let out to other parties. It is expected that a risk assessment will have to be carried out and potentially hand sanitiser/signage etc be purchased.

- Bus shelters – more secure storage. The meeting agreed to put a better storage solution in the two bus shelters used for books etc – potential ‘teachers’ cupboard’. However, a sign would also be included asking residents to only leave certain items with a warning that anything else will be removed.

## 7. Finance and General Purposes:

- a. 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).
- b. Resolve to agree the since the February 2021 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).
- c. Any other financial matters: there were none.
  - £10k has been transferred from the deposit to the community account to cover the expenditure until the precept from WDC reaches the accounts.
  - The Clerk advised that the Internal Audit has been arranged for year end and it is anticipated to hold an FGP meeting prior to agreeing the accounts. There might be a short timescale for this.

## 8. Planning Committee.

- The minutes/delegated comments since the last Parish Council meeting were agreed as read.
- Report on the latest Cluster meeting with WDC – the Chairman and Clerk reported on the sort of discussions and questions which took place.

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

- Liaison with ESCC on highway matters:
  - SLR meetings – none have been held.
- 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.
  - Play area inspections – Chairman/Grounds Manager to drive around to see what could be done in-house. Quotes to be obtained for woodchip to be delivered in the Spring.
  - Annual Parish Meeting – consider cancelling until next year. The Clerk reported that the Government have not currently agreed to extend the ability for parish/town councils to hold remote meetings. This currently expires on 6 May 2021. There is however conflicting guidance on the ability to meet. The holding of an Annual Parish Meeting is not a statutory requirement and the timeframe for the meeting not conducive to the current guidance, SALC are recommending that it be cancelled until next year. This was agreed.
  - Annual Parish Council Meeting. The Clerk advised that due to the issues above and the need to approve the end of year accounts, the meeting should be brought forward. Agreement was given to 6 May 2021.
  - Damage to finger posts/village entrance sign.
    - The entrance sign was found in Cross in Hand but damaged beyond repair and is to be replaced by ESCC.
    - Consideration to the replacement of the finger post at the northern end of Gun Road.
    - Repairs to the finger post at Wilderness Lane/Chapel Lane
    - Repairs to the finger post at Sandy Lane/Etchingwood Lane.

The Clerk advised that she has asked for quotes for the repair of the latter two, the first of which is owned and insured by the Council. A further post has now been highlighted as in need of repair at the junction of Palehouse Common and Eastbourne Road. Maria Naylor said she would investigate – the post is not owned/insured by the Council. The meeting asked the Clerk to approach ESCC to see if their offer of a licence to ‘own’ the posts was still available and if there was a cost.
  - New benches – Framfield recreation ground. The meeting agreed that the Hare & Hounds should be approached with regard to the purchase of some new benches to replace one beyond repair but also increasing the number in general.
  - Litter bins. The Clerk detailed the excessive amount of rubbish being placed in Parish litter bins necessitating invariably a twice weekly empty. This is thought to be due to more people walking but domestic waste was also being put in the bins. Some of the bins need new lids and/or need completely placing. Prices to be obtained.
  - The Clerk further reported that litter picking equipment had been obtained from WDC and would be given to residents showing an interest. WDC had also stated that bagged rubbish could be left in designated places such as the halls’ car parks. The Clerk was asked to ascertain how often the bags would be picked up to see if the car parks were suitable.

- Commissioning of a tree survey on Parish Council-owned land. The Clerk reported that the survey was due and three companies had been approached.

## 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.

Maria Naylor mentioned that the noticeboard at Palehouse Common needed cleaning. The Clerk commented that she would ask the Groundsman to look at all three and they also needed oiling etc.

*There being no further business, the meeting closed at 11.50 am.*

Income and Expenditure January/February/March 2021								
Invoice	Folio	Income/Exp	Item Heading	Payment	Comments	Pre VAT	VAT (£)	TOTAL (£)
08/03/2021		tfr	To ****6278	OLB	Bank Interest	1.69		1.69
08/03/2021		inc	Interest	OLB	Bank Interest	1.69		1.69
Invoice Date	Folio	Income/Exp	Item Heading	Payment Ref	Comments	Pre VAT VALUE (£)	VAT (£)	TOTAL (£)
13/03/2021	2315	exp	recreation Ground	OLB	South Downs	13.99		13.99
17/03/2021	2314	exp	Stationery/Copyir	OLB	Amazon	22.12	4.42	26.54
15/03/2021	2313	exp	Streetlighting	OLB	East Sussex County Coun	2,574.27	514.85	3,089.12
16/02/2021	2312	exp	Stationery/Copyir	OLB	Amazink Direct	30.63	6.12	36.75
22/02/2021	2311	exp	NI & Paye	OLB	WG Accounting	535.88		535.88
01/03/2021	2310	exp	Dog Bins	OLB	Wealden DC	312.50	62.50	375.00
26/02/2021	2309	exp	recreation Ground	OLB	HPS Services	225.00	45.00	270.00
03/01/2021	2308	exp	telephone/Intern	OLB	Zoom	11.99	2.40	14.39
20/02/2021	2307	exp	telephone/Intern	OLB	BT	110.63	22.12	132.75
24/02/2021	2306	exp	Staff Costs	OLB	Staff Costs	2,601.61		2,601.61
23/02/2021	2303	exp	recreation Ground	OLB	Amazon Bin bags	38.00		38.00
22/01/2021	2300	exp	NI & Paye	OLB	WG Accounting	536.08		536.08
28/01/2021	2299	exp	recreation Ground	OLB	HPS Services	225.00	45.00	270.00
25/01/2021	2297	exp	telephone/Intern	OLB	Zoom	11.99	2.40	14.39
22/01/2021	2296	exp	Staff Costs	OLB	Staff Costs	2,553.41		2,553.41

**NEXT PARISH COUNCIL MEETING  
plus the Annual Parish Council Meeting:  
Thursday, 6 May 2021  
commencing at 10 am  
to be held remotely.**