ALFRISTON PARISH COUNCIL

[www.alfristonparishcouncil.org.uk](http://www.alfristonparishcouncil.org.uk)

**CLERK TO THE COUNCIL** 33 Swaines Way

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**Minutes of a meeting of Alfriston Parish Council (APC)**

**held in the Alfriston War Memorial Hall on Monday 16th March 2020**

**Present:**

Cllr Watkins [Chair] Cllr Daw

Cllr Beechey [Vice Chair] Cllr Rabagliati

**In attendance:**

Victoria Rutt - Parish Clerk

Approximately 4 members of the public

**171. Chairman’s Welcome**

Cllr Watkins welcomed everyone to the meeting.

**172. Public Questions**

1. Ms Diana Monteath-Wilson reported that the bins were not emptied in the High Street on Friday 13th March. Cllr Beechey informed Ms Monteath-Wilson that individuals should report missed collections themselves to Wealden District Council as this registers a black mark against the waste company. The greater the number of reports the greater the sanction, Clerk confirmed that she will report this but in future individuals need to report immediately via Wealden’s District Council website. Action 1.

**173.** **Report from Maria Caulfield MP**

Maria Caulfield sent in a report. This can be found under Appendix B.

**174.** **Report from Cllr Stephen Shing [ESCC]**

Cllr Shing reported that no meetings are happening at the moment. If residents have any problems please let Cllr Shing know.

**175.** **Report from Cllr Michael Lunn [WDC]**

No attendance or report.

**176.** **Apologies for absence**

Apologies received and accepted from Cllr Adcock, Cllr Cooper and Cllr Savage.

**177.** **Declaration of interests**

Cllrs Watkins and Daw declared an interest as they are part of Alfriston Emergency Group.

**178.** **Minutes**

178.1 To agree and sign as a true record the Minutes of the meeting held on 17th Feb 2020

Cllr. Beechey proposed and Cllr. Rabagliati seconded a motion that the unadopted minutes of the meeting held on 17th February 2020 were a true and accurate record. **MOTION CARRIED.**

Cllr. Watkins duly signed the minutes.

178.2 To agree and sign as a true record the Minutes of the confidential meeting held on 17th February 2020

Cllr. Beechey proposed and Cllr. Daw seconded a motion that the unadopted minutes of the confidential car park meetings held on 17th February 2020 were a true and accurate record.

**MOTION CARRIED.** Cllr. Watkins duly signed the minutes.

**179. Finance**

179.1 To approve the Statement of Finances and sign invoices for payment

Cllr. Daw proposed and Cllr. Rabagliati seconded a motion to approve the Statement of Finances. [Appendix A]. **MOTION CARRIED**

Cllr. Daw signed the Invoices for Payment. **MOTION CARRIED**

179.2 To approved the internal audit appointment

Clerk reported that an internal audit appointment has been arranged for Monday 27th April 2020 to undertake the audit for 2019/20. Cllr Daw proposed and Cllr. Beechey seconded a motion for the internal audit to be held on this date. **MOTION CARRIED**

179.3 To approve amended Standing Orders [March 2020]

Cllr. Beechey proposed and Cllr. Daw seconded a motion to approve the amended Standing Orders 2020 to include the section agreed at the February 2020 meeting on outside bodies. **MOTION CARRIED**

179.4 To approve the S137 grant policy

Cllr. Daw proposed and Cllr. Beechey seconded a motion to approve the recently circulated policy on S137 grants. **MOTION CARRIED**. Clerk will add this new policy on the APC website. Action 2.

**180. To discuss and approve who the grass contract tender should be awarded to.**

Clerk reported that the comparison document had been circulated to all Councillors. There were 4 companies who submitted a tender, ranging from £11k for the 3-year contract period to £34k. Councillors agreed to award to John O’ Connor as they appear to offer an excellent service, have a good reference and submitted a bid that is within the Council’s budget. Clerk will contact them to start the paperwork ready from the grass mowing season to commence. Action 3. Cllr Beechey suggested putting in a 6-month break clause into the contract. Cllr Beechey also informed the Clerk that the Cricket Club have their first home match on 4th April.

Cllr Beechey proposed and Cllr Daw seconded a motion to agree that John O’Connor should be awarded the grass tender for 2020 – 2022. **MOTION CARRIED**.

**181**. **To discuss and agree the Village spring clean**

Cllr Rabagliati raised an idea to arrange a Village spring clean following the water works as the Village is looking untidy. It should be the responsibility of the businesses to tidy up outside their properties. It should be a multi-agency clean, likely to be at the end of April. Clerk will contact the Chair of ACC to get them involved. Action 4.

**182**. **Report on Highways & Twittens – Cllr Rabagliati**

182.1 South East Water works update

Cllr Rabagliati reported that an update had recently been received from Steve Anthony at Clancy Docwra. The update stated as of next week the site will be moved to cover the last 100m along High Street, through to Weavers Lane. The Twytten section will be started Monday 16th March and no access down the Twytten will be possible until the work is complete. The progress of the program has enabled them to do most, if not all, of Phase 4 during the Easter school holidays, although there may be overlap into term time due to the Bank Holiday weekend, when they won’t be working. They were able to determine yesterday afternoon that the line of the new water main in Phase4 (ie from Weavers Lane to just past The Tye) will have to be laid almost along the centre of the road. The idea to open access from Seaford over the Bank Hol has been looked into but this will not be possible, due to the trench being excavated along the centre of the road in Weavers Lane and Whiteways/High Street. Due to the width of the access into The Tye, they will be able to maintain access into The Tye throughout, although this will be monitored daily to ensure safety. All buses and waste collections have been kept informed throughout and will be again during next week. However, their original hope, to use traffic lights will now not be possible due to the position of the new main trench. At some of the group meetings/Drop In etc, Phase 4 was always going to be a key pinch point, after the pinch point at the start of Phase 1 and they would like to assure everyone that everything possible has been done to assess every option to ease the access restriction, but they can only conclude that access past the site will not be possible for safety reasons.

182.2 ESCC traffic meeting update

Cllr Rabagliati reported that a response has come back from Mr Rupert Clubb at ESCC via Maria Caulfield MP. It states that a feasibility study is needed to obtain any match funding but APC should wait until after the ESCC stakeholder meeting in April 2020, as ESCC should have available a detailed response and costings to the options APC provided. Clerk will publish this letter on the website. Action 5.

**183**. **Report on Allotments – Cllr Cooper**

No update.

**184**. **Report on Rights of Way and Countryside – Cllr Daw**

Cllr Daw reported that the fallen trees over the path at Whiteway were reported by the Clerk and ESCC came out the same day to clear them. APC found out about this as a resident wrote in, so if there are any issues please report to Cllr Daw and Clerk so reports can be made and chased if required. Cllr Beechey raised a broken fence just over the White Bridge as you turn left, Clerk will report this to Cuckmere Valley as it comes under the Litlington boundary.

Action 6.

**185.** **Report on Car Parks and Public Transport – Cllr Savage**

* 1. Update on WDC’s plan to take over control of car parks

Clerk updated that another confidential car park meeting was held on Monday 17th February. The minutes have been agreed and signed but will not be made public until the matter is no longer confidential. Clerk also confirmed a legal letter has been sent to WDC and the deadline for reply is 17:00 on Wednesday 18th March so we await a response.

**186**. **Report on Strategic Planning – Cllr Daw**

Cllr Daw reported that she met with Action in Rural Sussex to discuss the Good Neighbour Scheme. The information received was good but it did have restrictions. It is something that is done already in the Village on an unofficial basis and works very well.

Coronavirus – Cllr Daw asked what can we do assist the vulnerable in Alfriston whilst the Coronavirus situation persists. It was agreed that a meeting needs to be held to ensure everyone is working together. St Andrews is best placed to lead to ensure no one is left off the list. Lots of volunteers are coming forward to do food shops, collect medications etc. Village shop and The Apiary can arrange food deliveries. Clerk will coordinate a meeting, Cllrs Daw, Watkins and Rabagliati will attend on behalf of APC. Action 7. Cllr Watkins opened the meeting so Mr Adrian Butcher could speak. He said it was a great idea but we need to run it in line with government guidelines so over 70s should now consider self-isolating. He also asked could the businesses be informed so they can help too. This was agreed.

**187**. **Report on Tye and Recreation Ground – Cllr Beechey**

187.1 Update on Tye footpath

Cllr Beechey reported that the Hall are looking into grant options, they have recently been awarded £1000 from one grant for this project.

Tye Road

Cllr Beechey reported that comments have been received from ACC about the state of edge of Tye Road. Cllr Beechey explained that a quote was obtained some years ago and it would cost in excess of £10,00 to properly widen the road, APC doesn’t have that money. APC are ring fencing funds each year so as to be in a position to resurface the Tye Road when it is next needed to do so.

* 1. Update on Playground

Cllr Beechey reported that the Clerk is looking into a source of funding and an application for funds is ongoing. First thing to do for the application is to do a consultation, Clerk is working on a survey that will be circulated in due course.

Clerk raised the water fountain; it is still out of service and needs to be fixed. Cllr Beechey suggested looking at a different type of tap. Cllr Beechey will look into this and liaise with the Clerk. Action 8.

**188**. **Report from Planning Committee – Cllr Adcock**

* 1. Applications considered by APC Planning Committee since last meeting
  2. Applications notified or awaiting decision from SDNPA

**SDNP/19/06041/FUL** Pleasant Rise Farm, Cuckmere Road, Alfriston, BN26 5TN. *SDNPA granted permission*

**SDNP/19/06017/HOUS** The White House, West Street, Alfriston, BN26 5UN

*SDNPA granted permission*

188.3Enforcement Updates

Cllr Adcock was unable to attend the meeting but provided the following report to Clerk. Still no update on the signs outside the Shot Coffee House and enquiries are being made with SDNPA about the contractor sign that has been attached to a heritage sign up at Whiteway.

**189**. **Reports from Outside Bodies**

*189.1 Volunteer task force:* Cllr Rabagliati reported that the task force is meeting on Wednesday 18th at 17:00 and Sunday 22nd at 10:00. Those who are attending please come with bags, gloves and cutters. Two litter picks have been completed and another one planned shortly.

*189.2 Heartstart*: no update.

*189.3 Alfriston Emergency Group*: Mr Steve Woodgate, Chair of AEG sent through the following report. The past few weeks have been very busy for AEG, with both flooding and fallen trees being dealt with. AEG implemented a program of regular river level checks, both online from the measuring stations, and physical checks of river levels at strategic locations through the valley. AEG reported the major river overflow to the Emergency Services that resulted in the last major flooding. AEG made the initial road closure at Winton Street whilst in contact with and advised by Highways, who attended later on with additional signage. Thankfully AEG were not needed to recover any vehicles from floodwater which was obviously too deep to drive through at 08:00; they were called about the vehicle stuck below Litlington, but the water was too deep, the Fire Service carried out the rescue of 4 people and a dog. Numerous trees were removed from carriageways, and a number of drains were cleared.

*189.4 Flood Forum:* Mr John Hurwood reported that the flood forum meeting next week has now been cancelled. Nothing else to report. Mr Hurwood asked the Clerk to contact Gill about the grant. Action 9.

*189.5 Neighbourhood Watch*: no report.

189.6 *Twinning Committee*: Mr Michael Anderson sent in the following report. The ACVTA held a successful and well attended AGM this month. A new Chair, Vice-Chair and Secretary were elected. They, along with all the ACVTA, acknowledged the wonderful work done by the departing founding officers and thanked them warmly for establishing such an active and successful twinning liaison with Veules-les-Roses. COVID-19 permitting, the village will be hosting the Veulais again at the end of May.

*189.7 Alfriston and Cuckmere Connect*: Ms Jilly Byford sent in the following report. ‘Clearly it's been a very hard winter period, what with the floods and then the water works.  We would like to acknowledge that the work has gone on at an impressive rate, and that the workforce are a very positive and friendly lot who are to be commended for their progress and good humour.   We would also like to thank the AEG for their continued work in keeping the village open during the floods. Of course, with Spring now showing, and less of a Berlin Wall down the High Street we had hoped for better trade - it seems that another hurdle may be upon us.   All the traders are down on last year, but appreciate any villagers supporting them in these difficult times.  I am confident that all the businesses in the village and valley-wide will be doing their utmost to mitigate the effects of the latest crisis that may hit us all.   I can only ask residents and visitors alike to continue to support the local businesses in all their guises, so that when this dreadful period is behind us, we will emerge still a vibrant and exceptional place to live, work and visit. There will be an AGM on April 9th to ratify our new constitution and to vote in a new committee to take things forward, and continuing to bring traders and villagers together.’

*189.8 St Andrew’s Church*: Ms Diana Monteath-Wilson reported that the Rev’d Christyan James was to be Licensed as Associate Priest tomorrow [Tuesday 17th March]. Ms Monteath-Wilson supported the need for a village group to meet to discuss organising a village wide help system. It was confirmed that St. Andrews would remain open for prayer and worship.

*189.9 Clergy House*: Ms Holly Jones sent in the following report. ‘Regarding the Coronavirus, we are currently still business as usual within the National Trust and at the Clergy House with properties all open.  We are planning ahead, staying vigilant and following government advice.  We are making contingency plans and working closely with partner organisations to ensure we can respond to a range of scenarios as they unfold such as staying open on limited staff due to self-isolation. If all is well and everything goes ahead as planned the Easter trail is the first event of the season for us.  We have changed the event from lasting historically the four main Easter days to now running for just under two weeks in order to bring visitors to the village for longer during this popular time for visitors.  This is always the busiest period of the year for us so hopefully all can benefit.  We are still without a gardener, during this time our garden volunteers have been amazing with their work in the garden even though we are still flooded since last October.  I am hoping for positive news on the gardener front soon.’

*189.10 Cuckmere Buses:* no report.

**190. Correspondence to The Clerk**

1. Clerk reported that she has received a request from Air Ambulance Kent Surrey Sussex for a grant of £250. Clerk stated that they did not make a request last year and although it would take the S137 grant £20 over budget for this year this could be authorised. Councillors fully agreed that they should be awarded a grant of £250. Clerk to arrange payment. Action 10.
2. Clerk reported that a request has come in for a running event being held on Sunday 3rd of May to have a check point at White Bridge for 4 hours between 10am – 2pm. Clerk informed Councillors that permission has been granted previously for historic events and they have always tidied up after themselves. Councillors granted permission.

**191. Date of next meeting**

The next meeting of the Council will be held at 7.15 pm on **Monday 20th April 2020** in Alfriston War Memorial Hall. The meeting will be suspended after the Chairman’s Welcome to allow Public Questions and Reports from County and District Councillors.

**192**. **Public Questions**

1. Mr Adrian Butcher explained that the Alfriston War Memorial Hall was making it as easy as possible to cancel bookings; usual slots will remain available for local groups once needed again. No cancellation fees will be added. The Committee are meeting this week to discuss whether to go ahead with the kitchen refurb or reschedule it for later in the year/early next year.

2. Mr Adrian Butcher asked whether residents will be able to get to Seaford from the Village at Easter time. Cllr Rabagliati confirmed that you would not be able to drive out the Village to Seaford at this time.

Signed: Victoria Rutt - Clerk and RFO

**APPENDIX A**

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**APPENDIX B**

**Report from Maria Caulfield MP**

A27 and Pot Holes

It was announced in the budget last week that there will be funding to dual the A27. Work needs now to be done to look at options such as totes etc. I fully intended to hold public meetings on this and once the Coronavirus situation settles, I will be sending details.

Road Funding

The County Council was awarded £604K for pot hole repairs this year and we are expecting further funding to come forward in the budget this year. Please could you let me know if there are any roads locally that need repair or resurfacing so I can feed them into the council. The more aware we are of the need locally the easier it is to get extra funding from the Government

Litter on the A27 and surrounding roads

This has been a huge problem and despite the district councils doing regular clean ups, often filling 150 bags at a time, the problem is not improving. The issue for our local councils is they must get Highways England to close the road to do the clear ups. This is proving very difficult and so I am meeting with the roads minister shortly to see if Highways England will take back the responsibility for not just closing the road but also clearing the rubbish. They traditionally did this and it worked much better.

Trains

Thanks to residents for feedback on the December timetable. The next new timetable will be in May and trains to and from nearby stations such as Lewes, Glynde, Plumpton, Berwick and Polegate, will from then be full formation of eight carriages to tackle the issue of overcrowding. There will also be additional stopping services so if residents once again let me know their thoughts on the planned new timetable, I will feed in to GTR.

Coronavirus

This is very much a moving situation. Currently we are advising people to go about their daily routine as normal but ensure regular handwashing is practiced as this is the most effective way of preventing the spread of the virus. While hand sanitisers are helpful, hot water and soap is the most effective method and alcohol gels should be used in addition to any hand washing and not instead of.

If someone has been in contact with a person with the virus or feels they may have contracted it the advice is not to go to your GP or hospital but to call 111 and help will be given. We are expecting further increases in numbers and advice may change so please do listen out for further Government announcements and feel free to contact me as well.

As always do let me know if there are any issues I can help with.