

HEATHFIELD AND WALDRON PARISH COUNCIL
COMMUNITY AND BUSINESS DEVELOPMENT COMMITTEE
25 APRIL 2017 AT 7.30 PM
PARISH COUNCIL MEETING ROOM

PRESENT: Miss Andrew, Mrs Clark, Mr Coffey, Mrs Holmwood, Mr Hough, Ms Kift, Mr Ridley (Chairman) and Mr Robinson

The Clerk was in attendance.

13/17 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr South.

14/17 **DISCLOSURES OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

Mrs Holmwood disclosed a prejudicial interest in respect of Heathfield and District Volunteer Centre as a Trustee.

15/17 **MINUTES**

RESOLVED: that the Minutes of the meeting held on 17 January 2017, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

16/17 **MATTERS ARISING**

Proposed Skills Audit

Further to the discussion at the previous meeting, it was agreed that a draft form should be prepared, asking for details of life-skills and hobbies or interests as well as formal qualifications.

Mr Woolley arrived at 7.40 p.m. following consideration of the above item.

17/17 **COMMUNITY HUB/VOLUNTEER CENTRE**

A report had been circulated to Members giving details of the meeting held with Mr Carden in January, which proposed a number of actions in relation to the Hub, Volunteer Centre and Visioning priorities.

Hub Steering Group and Partner Meetings

It was agreed that a new Community Hub Steering Group should be set up, comprising Cllrs Coffey, Ridley, Rivers and Woolley (when available) plus the Clerk and/or Assistant Clerk and should meet quarterly to review and improve the facilities offered by the Hub.

It was also agreed that Partner Meetings should be held twice a year with partner organisations to the Hub.

Use of Meeting Room

The Clerk reported that the VC had no funds available to pay the concessionary rate hire fees for the meeting room, since the grant funding ran out at the end of March. The Committee considered whether to allow free use of the room but, following discussion it was agreed that the Volunteer Centre should apply for a discretionary grant for the annual hiring costs, through FGP Committee. This option was also open to the CAB.

18/17 VISIONING – PROGRESS ON PRIORITIES

(i) Saturday opening – Easter Bunny Hunt

The Clerk reported on the successful Charity Open Morning and Easter Bunny Hunt held on 15 April. Attendance had been slow at first and it was agreed that a slightly later opening on future occasions might be appropriate.

It was agreed that an exhibition on the proposed new Christmas Lighting should be staged for the next opening, on 20 May. It was suggested that someone be present at the market to encourage people to visit the office and that A-boards (loaned by Mr Ridley) be placed outside. The office would be open from 10.00 a.m. to 12 noon and Mr Woolley, Miss Andrew, Mr Robinson and possibly Mr Coffey would attend.

Further Saturday openings would be 17th June and 15th July and volunteers would be necessary for those days to ensure the open mornings could go ahead.

(ii) Christmas lights

Following the meeting with the Chamber of Commerce, some proposals had been obtained from Blachere which were considered by the Committee. It was reported that the old lighting harnesses had now been made safe.

It was agreed that the design incorporating individual artificial Christmas Trees should be pursued and alternative quotations obtained. The cost of carrying out a safety survey should also be obtained.

(iii) Street Scene/tourism

The Clerk and Chairman of LER Committee had looked at the signage and appearance of the end of the Cuckoo Trail in Heathfield and ways in which users of the Trail could be encouraged to visit the town centre. Mr Robinson said that his wife had offered to prepare a plan and a report on the area and the Committee expressed appreciation for the proposal. It was also suggested that the Partnership information board might be repairable, enabling it to be reinstated.

(iv) Pop-up Survey

An initial draft of the questions to be asked was circulated at the meeting. It was agreed that use of an online survey should be explored and costs of using SurveyMonkey should be obtained.

(v) Street Warden

One of the suggestions that had come forward as part of the Visioning, was the employment of a Street Warden, to deal with things such as litter, dog mess and illegal or inconsiderate parking (in an advisory role only). The Clerk reported that there had been some support from neighbouring parishes to investigate this further with a view to a shared Warden.

The Committee felt that investigating the matter further would be premature at this time, until Wealden had made a decision about decriminalisation of parking across the District.

(vi) High Street Flowers

It was agreed that the provision of flower displays should be increased by the addition of troughs over the railings in the parade outside Sue's Shoes. A quotation would be obtained from Europlants for these, with a view to possibly obtaining sponsorship for future years.

(vii) Adoption of Telephone Box

The Clerk reported that no further information had been received in connection with adoption of the box in Little London Road and this would be chased up. The possibility of relocating it to the Fire Station in the High Street had been raised, as the current location was inappropriate, being half over-grown by vegetation to the side of the busy A267.

19/17 **EXTENSION OF PARISH COUNCIL OFFICE**

It was noted that the final plan and costings from Appleby Petfield were awaited. The Clerk reported that she had downloaded the application form and guidance notes for a loan from the Public Works Loan Board and the Committee noted that evidence had to be given of public consultation and support for the proposal.

20/17 **BUDGETARY CONTROL REPORT AS AT 31 MARCH 2017**

The budgetary control report was duly noted and approved.

21/17 **MATTERS RAISED BY MEMBERS PREVIOUSLY NOTIFIED**

There were none.

22/17 **CRIME AND DISORDER ACT 1998 SECTION 27 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were considered to be no effects under the above Act in relation to matters discussed at the meeting.

23/17 **RISK MANAGEMENT**

There were considered to be no effects in relation to matters discussed at the meeting.

2417 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting is due to be held on Tuesday 4 July 2017 at 7.30 pm in the Parish Council Meeting Room.

The Meeting closed at 8.51 p.m.

Signed:
Chairman

Dated: