

**HEATHFIELD AND WALDRON PARISH COUNCIL**  
**LEISURE, AMENITIES AND BURIAL COMMITTEE**  
**MONDAY 27 NOVEMBER 2017 AT 7.30P.M.**  
**AT PARISH COUNCIL OFFICES**

**PRESENT:** Cllrs Andrew, Hough, Kift,, Ridley, N Robinson, M Robinson (Chairman), Waterhouse, Wood and Woolley.

Administrative Officer was in attendance.

111/17 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs Fraser and Hart.

112/17 **DISCLOSURE OF INTERESTS**

All Members of the Parish Council had an interest in respect of the sole trusteeship of Waldron Recreation Ground Charity.

Mr Hough disclosed a pecuniary interest under paragraph 7 (1) of the Code of Conduct in relation to his membership of Waldron Parochial Church Council.

Mr Waterhouse declared a disclosable pecuniary interest in respect of matters affecting Heathfield Funeral Directors as a Director of the Company

113/17 **MINUTES**

**RESOLVED:** that the Minutes of the Leisure, Amenities and Burial Committee meeting held on 26 September 2017, previously circulated, be confirmed and signed by the Chairman as a correct record.

114/17 **MATTERS ARISING**

Minute 100/17g

At the meeting in September 2017 £1,400 plus VAT was approved for work to the Bowls/Tennis Club drive. On further inspection to the drive it was considered that more work was required. A quote will be considered at Minute 124/17(b)(ii).

115/17 **BUDGETARY MONITORING REPORTS AS AT 31 OCTOBER 2017**

The Budgetary Control reports were duly approved.

116/17 **TO APPROVE BUDGET REQUIREMENTS FOR 2018/19 FINANCIAL YEAR**

A draft budget had been circulated for consideration. It was **RESOLVED** to approve a budget for the next financial year of £144,646 which represented an increase of £11,347.00 over the current year.

117/17 **EMERGENCY WORKS**

There were no works to report.

118/17 **ST BARTHOLOMEW'S BURIAL GROUND**

- (i) To consider quotes for repairs to the path leading from the Church Door to the entrance to Darch's Wood

The Committee had received two quotes for repairing the path. It was **RESOLVED** to accept a quote for £980.00 from Agrifactors (Southern) Ltd for the removal of the existing surface and relaying a concrete surface to the path.

- (ii) To consider quote for replacing post and rail fence at bottom of car park

The Committee had received two quotes for carrying out the above work. It was **RESOLVED** to accept a quote from A Coates at a cost of £420.00 with no VAT payable.

- (iii) To ratify removal of oak tree in St Bartholomews car park at a cost of £450.00 plus VAT

The Committee ratified the emergency tree works at a cost of £450.00 plus VAT.

- (iv) To consider quote for re-fixing headstones at St Bartholomews

A quote for £400.00 plus VAT had been received from Yew Tree Stone of Bodiam for re-fixing five headstones in St Bartholomews Burial Ground. It was **RESOLVED** to accept this quote.

- (v) To consider fees for 2018/19 for St Bartholomews and Theobalds Green

It was **RESOLVED** that there would be no increase for burial fees for 2018. The Committee had been asked to consider introducing Reservation fees in the Woodland Burial Ground and a copy of the Rules and Regulations relating to the area had been amended to include this. The Committee approved the introduction of reservations and the fees relating to this.

- (vi) To consider quote for replacement entrance post at St Bartholomews at a cost of £245.00 plus VAT

The Committee had received a quote for replacing an entrance post with either an oak or metal post at a cost of £245.00 plus VAT. It was **RESOLVED** to erect a metal post at the entrance and the quote was accepted from Agrifactors (Southern) Ltd.

- (vii) To consider amending the rules and regulations relating to the Ghyll Garden of Remembrance regarding the size of an inscription on a headstone

The Committee **RESOLVED** to amend the Ghyll Garden of Remembrance regulations to state that a proposed inscription should be no larger than 6” x 3”.

- (viii) To consider a proposed engraving on GN18 in the Ghyll Garden of Remembrance

A proposed inscription for the Ghyll Garden had previously been circulated . The Committee **RESOLVED** to approve the inscription and stated that it should be no larger than 6” x 3”.

- (ix) To consider and approve headstone for the Main Burial Ground at St Bartholomews

The Committee had been circulated with copies of two different proposed headstones in the Main Burial Ground. The Committee preferred one of the designs as it was felt it would be more in keeping with other headstones at St Bartholomews. Note to the Minutes: since the meeting, Members agreed to allow option 1 as it was preferred by the deceased’s family.

- (x) To consider allowing reservations in the Theobalds Green Woodland Burial Ground

The Committee agreed to allow reservations in the Theobalds Green Woodland Burial.

- (xi) A letter had been received in the office on 27 November 2017 from Cross in Hand Amenities Society who were submitting a planning application to Wealden regarding change of use to create a parking area which would be enclosed by a fence in Darch’s Wood. The access to this proposed parking area would be through the driveway which runs inside St Bartholomews from the main A267. The Committee raised questions regarding the on-going maintenance of the drive into Darch’s Wood and the proposed turning area which was considered to be quite small it was noted that there was insufficient information for the Committee to make a decision. It was reported that this would be considered by the Planning and Highways Committee at a later date.

## 119/17 **BURIAL GROUNDS**

### Old Heathfield

It was reported that the area looked tidy.

### Waldron

There was nothing to report.

## 120/17 **THEOBALDS GREEN**

There was nothing to report.

121/17 **WAR MEMORIALS**

Waldron

It was reported that this had been cleaned in time for Remembrance Sunday.

Cade Street

It was reported that this had been cleaned in time for Remembrance Sunday.

122/17 **ALLOTMENTS**

There was nothing to report.

123/17 **MILL ROAD CONVENIENCES**

To consider obtaining quotations for improvements

It was reported that a meeting was to be held on 28 November and pending discussions this item would be put on the Agenda for January.

124/17 **REPORTS ON RECREATION GROUNDS**

124/17a **Lucas Hall and House, Waldron**

It was reported that the soundproofing equipment had not yet been installed as damp had been identified in the Hall.

124/17b **Punnetts Town Recreation Ground and Village Hall**

- (i) To agree to Uckfield and District Dog Training Club holding their annual charity show on Sunday 15 July 2018

The Committee approved the use of the Punnetts Town recreation ground by the Uckfield and District Dog Training Club.

- (ii) To consider quote for Punnetts Town Car Park at a cost of £3,650.00 plus VAT

The Committee had received a quote from Agrifactors (Southern) Ltd for the above work. It was **RESOLVED** that two further quotes for the work be obtained and presented to the meeting in January 2018 for discussion.

124/17c **Tower Recreation Ground**

Email received re anti-social behaviour

An email had been forwarded from Wealden District Council relating to anti-social behaviour, over-flowing litter bins and asking if the height of the hedge could be lowered at Tower Street Recreation Ground. It was **RESOLVED** that no action would be taken at present. It was considered that if the hedge was lowered it could lead to footballs going into the road and no other complaints had been received in

the office regarding anti-social behaviour or over-flowing litter bins.

124/17d **Cade Street Memorial Ground**

There were no matters to report.

124/17e **Broad Oak Recreation Ground**

There were no matters to report.

124/17f **Cross in Hand Village Hall**

There were no matters to report.

124/17g **Hardy Roberts Playing Fields**

To consider quote for work to Bowls/Tennis Club drive

A quote had been received for work to the Bowls/Tennis drive at a cost of £3,500.00 plus VAT from Agrifactors (Southern) Ltd. The Committee asked that two further quotes be obtained but **RESOLVED** a maximum expenditure of £3,500.00 for the drive.

124/17h **Leeves Common Play Area**

There was nothing to report.

124/17i **Sheepsetting Lane Recreation Ground**

There was nothing to report.

124/17j **Heathfield Community Centre**

(i) Update on NHS charges

A meeting had recently taken place with members of the NHS and the Parish Council regarding maintenance charges.

(ii) To approve legal costs of approximately £500.00

It was **RESOLVED** to approve legal costs up to £1,000 + VAT to look at the Heathfield Community Centre lease.

124/17k **Waldron Recreation Ground**

There was nothing to report.

124/17l **Jubilee Park**

There was nothing to report.

124/17m **Skatepark**

There were no matters to report at this time.

125/17 **TREE SURVEYS AND TREE MANAGEMENT POLICY**

The Committee **RESOLVED** to accept the Tree Management Policy.

126/17 **GREEN LANE PUBLIC OPEN SPACES**

It was reported that the Chairman of the Council would look at the recent tree work that had taken place at Green Lane with the Tree Surgeon.

127/17 **DARCH'S WOOD**

There were no matters to report at this time.

128/17 **HIGH STREET PLANTING**

There was nothing to report.

129/17 **HIGH STREET FURNITURE**

To consider placement of flower barrel outside 92 High Street by Brighter Heathfield Volunteers at an approximate cost of £250.00

The Committee **RESOLVED** to approve the cost of the flower barrel at a cost of £250.00.

130/17 **SEATS/LITTER BINS/BUS SHELTERS/NOTICEBOARDS**

It was reported that a new litter bin to be sited outside Chaps in New Parade would be installed shortly. Refurbishment to the Parish Council noticeboards had commenced.

131/17 **MATTERS RAISED BY COUNCILLORS**

There were none.

132/17 **CRIME AND DISORDER ACT 1998 SECTION 17**

Anti-social behaviour in Tower Street Recreation Ground

133/17 **RISK MANAGEMENT**

Tennis Club/Bowls Club drive at Hardy Roberts  
Footpath leading from Church Door to Darch's Wood at St Bartholomews  
Flower bed outside 92 High Street  
Overflowing litter bins in Tower Street Recreation Ground.

134/17 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held on Tuesday 16 January 2018 at 7.30 pm in the Parish Council Meeting Room, 73 High Street, Heathfield.

The meeting closed at 8.53 p.m.

Signed:

Chairman

Dated: