

HEATHFIELD AND WALDRON PARISH COUNCIL
COMMUNITY AND BUSINESS DEVELOPMENT COMMITTEE
30 OCTOBER 2018 AT 7.30 PM
PARISH COUNCIL MEETING ROOM

PRESENT: Cllrs Andrew, Hough, South, Ridley (Chairman), M Robinson and Woolley.

The Clerk was in attendance.

46/18 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs Coffey and Francis.

47/18 **DISCLOSURES OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

There were none.

48/18 **MINUTES**

RESOLVED: that the Minutes of the meeting held on 3 July 2018, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

49/18 **MATTERS ARISING**

The Chairman reported that there had been no follow up from the Police regarding CCTV.

50/18 **BUDGETARY CONTROL REPORT AS AT 30 SEPTEMBER 2018**

The report was noted and agreed by the Committee.

51/18 **BUDGET FOR 2019/2020 FINANCIAL YEAR**

The Committee considered a draft budget and it was **RESOLVED** that the budget for the 2019/2020 financial year should be £16,000.

52/18 **CUCKOO TRAIL**

The Chairman had met with Cllrs Kift and Andrew to discuss proposed signage and improvements. There had been no response from Mr Kean at Wealden District Council and the Chairman would follow this up. The Chairman of the Council would also report at the next Civic Meeting to try and progress the project.

53/18 **UPDATE ON WEBSITE AND COUNCILLOR EMAILS**

The Clerk reported that work on the website was progressing and a draft site map had been prepared. It was agreed that the Chairman of the Council would be sent a link to the new website.

Microsoft Office 365 had now been set up and officer emails had been undated.

The email addresses for the Clerk and Assistant Clerk had been changed but emails to the old addresses would still be received.

Councillor emails would be set up shortly.

54/18 **CIL EXPENDITURE**

The Clerk and Assistant Clerk had met with Chairmen to discuss future budgets and possible uses for CIL income. The Committee **RESOLVED** to approve the following items:

Up to £42k for playground equipment (LAB Committee)

Up to £20k for CCTV in 2019/2020 or 2020/2021

Up to £30k for re-surfacing Punnetts Town car park (LAB Committee)

It was reported that a fee of £541.51 would be payable to ESCC for removal and disposal of the existing CCTV cameras and the Committee **RESOLVED** to approve this.

55/18 **VISIONING**

a) Consideration of further community survey on SurveyMonkey

The Committee agreed that emails should be sent around seeking suitable questions for a new survey.

b) Meeting with neighbouring councils

It was agreed that this meeting should be postponed until after the elections. The Chairman of the Council would raise the idea at the next Civic Meeting.

56/18 **K6 TELEPHONE BOX – LITTLE LONDON ROAD**

The Committee considered a report which set up possible sitings and usage of the telephone box. It was **RESOLVED** to pursue the possibility of re-locating the box at the Community Centre and to install a defibrillator inside it. Permission would be sought from the NHS Trust. A budget of £3,000 was approved, to be met from General Reserves.

With regard to the renovation of the box, the Chairman would ask U3A to see if they had suitable skills available to undertake the work.

57/18 **TO CONSIDER AND APPROVE RISK LIST**

It was agreed that the Risk List as circulated should be approved.

58/18 **ALTERATIONS TO OFFICE**

At the last meeting it was agreed to obtain quotations for alteration work to the entrance foyer and entrance to the meeting room. A report was considered setting out the discussions that had taken place and practical issues.

Following consideration by the Committee it was agreed that the work should not be carried out as the benefits did not outweigh the proposed cost of the work. It was also agreed that discussions take place with HDVC with regard to future use of the meeting room. It was reiterated that the Council remained very supportive of HDVC and the good work which was being undertaken but it was hoped that use of the meeting room could be reduced with effect from 1 April 2019 and that HDVC be encouraged to use alternative venues for one-to-one meetings and interviews.

It was also agreed that the relocation of the tourist information had led to a reduction in use and that this should be reinstated into the entrance foyer, which would necessitate the removal of the HDVC table and chairs. The Committee agreed that the new window display had been successful and staff would continue to hand out business cards to potential volunteers.

A meeting with HDVC would be arranged as a matter of urgency to discuss these arrangements.

The possibility of purchasing new furniture for the meeting room would be investigated further and FGP had agreed this in principle.

59/18 **MATTERS RAISED BY MEMBERS PREVIOUSLY NOTIFIED**

There were none.

60/18 **CRIME AND DISORDER ACT 1998 SECTION 27**

The position regarding CCTV was noted.

61/18 **RISK MANAGEMENT**

There were considered to be no matters arising from matters discussed at the meeting.

62/18 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting is due to be held on Tuesday 22 January 2019 at 7.30 pm in the Parish Council Meeting Room.

The Meeting closed at 8.34 p.m.

Signed:

Chairman

Dated: