

HEATHFIELD AND WALDRON PARISH COUNCIL

COMMUNITY AND BUSINESS DEVELOPMENT COMMITTEE

9 DECEMBER 2014 AT 7.30 PM

PARISH COUNCIL MEETING ROOM

PRESENT, Mr Coffey, Mr Hart (Vice-Chairman, in the Chair), Mrs Holmwood, Mr Taylor and Mr Woolley. District Councillor Cade was also present (non-voting).

The Clerk was in attendance.

County Councillor Simmons representing the Heathfield Partnership and Mr Goldsmith representing Heathfield Chamber of Commerce were present as advisors to the Committee.

AGE CONCERN

Mr Hepworth from Age Concern spoke to the Committee about the future of the minibus service and volunteer car service. There was a lack of new, younger, volunteers to help ensure the continuation of these services. There was also a need to ensure that the considerable administrative and co-ordinator duties could be covered if the current volunteer was unable to continue. Members of the Committee asked what help was needed at the current time and Mr Hepworth confirmed that there was a need to raise awareness of the current situation and to plan for the future.

43/14 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mrs Clark, Mr Hough, Mr Ridley and Mr Thomas.

44/14 **DISCLOSURES OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

Mr Coffey and Mrs Holmwood disclosed personal interests in respect of matters involving the Heathfield Partnership as Parish Council representatives on their Committees.

All Members of the Committee disclosed an interest in respect of the Parish Council offices.

45/14 **MINUTES**

RESOLVED: the Minutes of the meeting held on 8 October 2014, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

46/14 **MATTERS ARISING**

It was agreed that an update regarding affordable housing should be made at the next meeting.

PROGRESS REPORTS(a) Solar panels on Parish Council properties

A quotation had been obtained by Mr Ridley from Paynes for PV panels on the office roof. It was agreed in principle that the suggestion be supported and further quotations would be obtained. It was queried whether a Government scheme was available for such initiatives and the MP would be asked for clarification of this. Mr Coffey would confirm the planning situation.

(b) Shared services

The Clerk reported that there some interest had been expressed but no firm take up at the present time.

(c) Community Questionnaire

A draft Questionnaire was circulated to Members of the Committee. There was discussion about inviting responses through the Facebook page and the possible increased response rate as a result. It was agreed that the format be progressed through a meeting with Mr Woolley and Mr Thomas together with the Clerk.

(d) Parish Council Offices

A report prepared by Mr Ridley regarding possible incubator units was discussed by the Committee and it was noted that potential income was limited because of the nature of the scheme and issues of access and security would need to be addressed.

Cllr Simmons said that previous potential sites had provided economies of scale, with a possible 10 units initially, increasing to 12 if viable and funding towards the project had been agreed at that time from ESCC.

The Committee noted that the Meeting Room was now being used on a regular basis by ACRES for provision of adult education courses and bookings had been made through to June 2015.

(e) Locality and Our Place Funding

The Clerk reported that the Our Place Programme: Operational Plan had now been finalised by AiRS. It included an initiative for the Parish Offices to become a Community Hub, which would strengthen and expand the information services already provided. The lack of transport provision had been identified within the parish but it was acknowledged that the costs of increasing resources would be significant.

(f) Village Shop

There was no further update at this time.

48/14 **COMMITTEE TERMS OF REFERENCE**

A revised Terms of Reference had been circulated to Members for consideration, following the changes agreed at Council in November. It was **RESOLVED** that they be approved and adopted.

49/14 **AGE CONCERN – PLANNING FOR THE FUTURE**

Members discussed the information provided by Mr Hepworth regarding the future of the transport initiatives. It was acknowledged that there was a lack of volunteers generally, but specific problems could be associated with volunteer drivers. There might be a need for the co-ordinator role to be a paid one in the future or manned by a succession of volunteers doing the role for a specified period of time – say 2 hours.

The Committee supported the work of the Charity generally and it was agreed that the Parish Council would help them wherever possible to achieve their aims.

50/14 **CRIME AND DISORDER ACT 1998 SECTION 27 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none at this time.

51/14 **MATTERS RAISED BY MEMBERS PREVIOUSLY NOTIFIED**

Matters for next agenda: Careers advice and further education advice opportunities, affordable housing.

52/14 **RISK MANAGEMENT**

(a) to consider effects (if any) arising from items on the Agenda

There were none.

(b) to consider risk list

It was noted that the risk list had been updated to include new responsibilities under the revised terms of references and, following consideration, it was **RESOLVED** to adopt the risk list.

53/14 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held in the Parish Council Offices at 7.30 p.m. on Tuesday 17 February 2015 at 7.30 pm.

The Meeting closed at 9.21 p.m.

Signed:

Chairman

Dated: