

Minutes of a meeting of the **CIL** Committee held on Monday 22nd February 2021 at 6.30pm via zoom video conferencing

PRESENT: Councillors Celia Davies (Chairman), Pauline Velten (Vice-Chairman), Andy Long, Mike Smythe, Steve Williamson, Richard Reading and Karen Cook

Also, present: Jackie Cottrell – Parish Clerk
Wealden District Councillor – Bob Bowdler

APOLOGIES FOR ABSENCE - None

DECLARATIONS OF INTEREST - None

MINUTES

To **resolve** that the minutes of the CIL Committee meeting held on 26th January 2021 be taken as read, confirmed as a correct record and signed by the Chairman

00258 RESOLVED to adopt the minutes of the meeting held on 26th January 2021

MATTERS ARISING FROM THE MINUTES NOT COVERED ON THE AGENDA - None

PUBLIC PARTICIPATION – NO PUBLIC PRESENT

CLERK REPORT

The Clerk added to her report verbally. She asked Members to note the fingerpost report completed by a former Parish Councillor in 2019 had highlighted eight fingerposts requiring attention. The quotes for the repair work ranged between £400-£800 per post. Match funding was available from East Sussex for up to two posts a year on a first come first served basis. Cllr Velten confirmed which fingerposts had already received repair works. The Chairman requested the Clerk review the fingerpost report and update where necessary.

CIL FINANCE – For noting

6.1. Amended itemised Income and Expenditure report

6.2. Amended CIL Receipt and Expiry Log

The Clerk explained the amendments that had been made to each report. The Clerk would change the licence costs of the David Bysouth bench if applicable for the next CIL meeting.

WARBLETON PARISH COUNCIL RESULTS OF THE ONLINE SURVEY AND FLYER

7.1. To discuss the responses of the online survey

The Chairman of CIL presented a short PowerPoint summarising the report sent to all Councillors highlighting the findings of the online survey.

The initial point of contact for the survey was a flyer which was distributed to every household in the Parish. This had been shared distribution costs with the Rushlake Green Village Stores. The survey was also digitally marketed on the Parish Council website and various other media platforms including Village Leaf and Punnetts Town Facebook. There were several methods available for the community to respond both digitally and non digitally.

The response rate had been very good at 17.2% (86 respondents as a result of 500 flyers, the initial point of contact). The accepted standard response rate was 5%.

The majority of respondents, 60%, were from Rushlake Green although the Chairman asked Members to note the survey had been marketed in all the smaller villages either digitally or through word of mouth.

The survey was completed in 3 minutes and had a high rate of completion.

The majority of respondents had heard about the survey through word of mouth, followed by social media and then the Parish Council website. The noticeboards had not been reported as a primary point of information. Other local organisations who had promoted the survey online had increased the public's awareness.

The Parish Council's website reported 159 new users from December 2020 to January 2021 (the period of the survey) which represented 71.9% of all users.

As a result of the survey the top three ideas for CIL spend were:

- The ongoing maintenance of the benches, fingerposts and noticeboards
- The creation of a cycling and walking Warbleton map
- Installation of Electric car chargers in the Parish

The following ideas also featured highly in the survey results and would be considered in the future:

- Commissioning traffic surveys
- Picnic tables for Rushlake Green
- One off fee to each village hall for WIFI provision

45 of the 86 respondents had added their own ideas and regular issues that were raised were:

- The state of the Roads
- Traffic and safety
- Greener solutions for housing and biodiversity
- Condition of the Footpaths

The Chairman suggested the following next steps:

- The results of the survey should be shared with East Sussex County Council and Wealden District Council for items under their jurisdiction
- Communicate our progress with CIL back to the community
- The top three ideas should be considered and initially costed. The Clerk to investigate partnership funding where applicable in order to confirm the viability of each idea.
- The Parish Council should continue to engage with the community and report any progress made.
- The CIL Committee should consider the other suggested ideas as and when more CIL funds were received.

- The survey, being the first the council has done, has now provided a benchmark for any future engagement activities with the community .
- The logo designed by Elephant Print should be taken to Full Council as a recommendation for adoption.
- The Parish Council takes note that working in partnership with the local community (businesses and social media platforms) helps us to engage the community more.
- The Parish Council should continue to evolve their communication channels to measure their degree of engagement with the community and continue to build working partnerships with local businesses and organisations.
- The CIL Committee should consider another consultation within 3-5 years after the Parish Council have implemented the results of this survey.

All Councillors congratulated the Chairman for her hard work. They considered the survey to be a great success and it had achieved its objectives. Wealden District Councillor Bob Bowdler had been very impressed with survey and the high response rate.

The Chairman of the Parish Council stated there was now a clear picture of what the parishioners desired within their Parish which would help the Council across the board.

WDC Bob Bowdler asked Councillors to note Wealden District Council and East Sussex County Council were obliged to put charging points in and to seek advice from Chris Bending. He highlighted two charging points outside the Gunn pub as an example. It was noted there were also two charging points outside the Herstmonceux pharmacy.

Cllr Long advised Members items on the asset register requiring urgent maintenance work would be prioritised at the next Environment Committee meeting. There potentially would be some cross over items which could be considered under the infrastructure budget and the CIL budget but fingerposts would fall under the CIL umbrella as they were not owned by the Parish Council.

00259 It was **RESOLVED** the Parish Council would investigate the costs and make the necessary provisions for maintaining the benches, fingerposts and noticeboards, the cycling and walking route map for Warbleton and the installation of car charging points across the parish. The Clerk to be supported by the Chairman of CIL

THE INSTALLATION COSTS OF THE DAVID BYSOUTH BENCH

8.1. To consider the quotes obtained for the installation of the David Bysouth bench

The Clerk referred Councillors to the table of quotes that had been circulated prior to the meeting. A discussion took place and Company D were chosen.

8.2. To agree a quote and recommend to Full Council that CIL funds would be used to cover the higher than previously agreed installation costs

Wealden District Councillor Bob Bowdler had contacted the Clerk and suggested the costs of the David Bysouth bench could be shared between

Warbleton Parish Council and Heathfield & Waldron Parish Council as Punnetts Town was a part of both parishes.

The Chairman of the CIL Committee asked Councillors to note Punnetts Town had not benefited from CIL spend to date.

The Clerk had contacted Heathfield & Waldron Parish Council and had been advised to submit a report which would be considered at their Full Council meeting in March.

The Chairman of the Parish Council was supportive of this idea and would make a personal donation of £200 if Heathfield & Waldron Parish Council refused to share the costs. Wealden District Councillor Bob Bowdler would also make a personal donation of £50 in the event of the above. He also informed the Committee that licence fees would be considered at the next County meeting for the new Highways contract.

Cllr Cook asked Members to note Rushlake Green had also not yet benefited from CIL funds to date and highlighted the missing bench at the Village Hall that would not need a licence and had been installed in 2000. It had now been removed and stored as a result of repair work needed.

- 00260** It was **RESOLVED** the Parish Council would use the services of Company D for the installation of the David Bysouth bench on the condition Heathfield & Waldron would be sharing the installation costs and if not, the increased costs would be met with philanthropic donation.

BODLE STREET GREEN NOTICE BOARD UPDATE

The Clerk advised Members she had confirmed the Parish Council's noticeboard order with Jakk Country Furniture Designs. As per the Parish Council's previous correspondence it should be ready for installation within the month. The Chairman of the Parish Council offered to chase progress personally if needed.

BODLE STREET GREEN GATES LICENCE COSTS

To agree and recommend to Full Council CIL funds would be used to pay the licence costs of the proposed Bogle Street Green Gates

All Councillors participated in the debate. The following points were raised: When the project began several years ago licences were not a requirement, the contractor who had successfully quoted for the work had taken several courses at his own expense in order to become a licensed contractor for Highways, CIL savings had been made as a result of the new position for the noticeboard which no longer required licences or legs, the Parish Council were not contractually obliged to complete the order. Given the significant increased costs of these licences, was this the best use of public funds? Gates could marginally decrease the speed of traffic entering the village, concerns over the total cost of the gates which were primarily an ascetically pleasing feature, the gates were very specific to one village in the parish, the recent survey highlighted other areas where monies could be spent, the cost had nearly doubled from the original quote and the issue was raised of ongoing maintenance -another asset added to our register.

The Clerk to confirm if CIL funds could be used to pay licence costs.

- 000261** It was **RESOLVED** that CIL funds would **NOT** be used to cover the higher than previously agreed installation costs of the Bodle Street Green gates.
- 000262** It was **RESOLVED** to recommend to Full Council that resolution **19/067** from July 2019 would be rescinded

FINGERPOST REPORTED IN NEED OF REPAIR

To agree the Clerk, obtain a quote for the finger post repair and to investigate match funding from East Sussex County Council

It was agreed the Clerk would investigate if match funding was available for fingerpost repair in the current financial year with East Sussex County Council
The Clerk to send the fingerpost repair report to Councillor Smythe who would complete a review.

The Clerk to obtain a quote for the repair work to the fingerpost located at the junction of Chapmans Town Road and Kingsley Hill.

DATE OF NEXT MEETING

23rd March 6.30pm

The meeting closed at 7.56pm