





**Briefing note to item 52 on the agenda.**

Currently the full council meets every month except August with committees meeting several times per year in addition. There are also 2 working groups running.

The Council is empowered to discharge its powers (with exceptions) to committees. With the correct delegation it is possible to reduce the overall number of meetings in the year without compromising any decision making or transparency of the council’s business.

**Proposal :** to alternate between a full council meeting and finance executive committee each month.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Meetings	FC	FEC	FC	FEC	FC	FEC	FC		FEC	FC	FEC	FC
		SP		SP		SP			SP		SP	
Key annual activities					Annual Meeting of the Parish Council. Annual Assembly	Submit AGAR					Budget Planning	Agree Precept

Key

Full Council – FC

Finance Executive Committee – FEC

Sports Pavilion Executive Committee – SP

The council may wish to appoint a Traffic Calming project committee for the forthcoming year as the project advances.

**Briefing Note for item 56 on the agenda.**

**Cllr Coupar and the clerk met representatives of Kompan for a pre start meeting.**

The following points were discussed.

Project to start ASAP.

- Beverley will be the point of contact. Contact number is 07970 156351.
- Southern Water will potentially be carrying out pipe works on an adjacent area to the play area we are working in. These works should not affect the scope of works or access point for the playground project.
- The whole play area to be heras fenced off. We stressed that they must allow access to the footpath running alongside the play area.
- Access to the site is via the track but this needs to be left free for access to the local properties. Vehicles can turn off onto the grass verge after the first tree (moving the plastic white bollards) and use the grassed verge to access the site.
- It has been confirmed that areas of this site lay wet and it is hoped that the area dries out enough by the time works commence, in order for vehicles to access the site. Should this not be the case, the proposal is to use the hardstanding tennis courts for closer vehicle access to the site.

4/04/2022

- We discussed potential minor damage to the grass verge on the access route should vehicles track over the grass when slightly wet. It was agreed that ruts will be levelled out and some seed scattered if necessary.
- Sedlescombe have confirmed that some low branches from the trees on the access route will be pruned back. Any further pruning can be done by the install team as required.

Schedule of works (indicative);

Project start – 06/06

Equipment delivery – 07/06

Surfacing start date – 27/06

Invoice – 01/07

Please find attached Health and Safety documents and COVID-19 specific Risk Assessment to act as an addendum supplied by Kompan for your information.

## Briefing Note for item 60 on the agenda

I have received a request to carry out routine tree work around the 11kv powerlines in the Riverside playground. I have attached a copy of the consent form that has all the information on it to carry out the work and some photos supplied.

**Wilson Tree Surgery** Haven Farm, Surtbo Valley, Maidstone, Kent, ME17 9HB  
Tel: 01822 843853 Email: info@wilsontreesurgery.com  
**UK Power Networks**

**Tree and Vegetation Clearance Consent Form**

Feeder / Line	Area	Pole Numbers	Surveyor Contact	Date	SPC Number
HASTINGS LOCAL	SEDELSCOMBE	582700-701-702	MATT BONES	3-4-22	33

Site Plan: 11kv Sp = SIDE PRUNE CR = CROWN REDUCE  
Sedlescombe Village  
HAZARDS: Faulty plant, public access, playground, river, 4m clearance from conductors.

Tree List:  
T1 Oak x 1 = SIP  
T2 Hawthorn x 2 = SIP  
T3 Ash x 1 = SIP  
T4 Cherry x 1 = SIP  
T5 Ash x 1 = SIP  
T6 Hawthorn x 1 = SIP  
T7 Oak x 1 = SIP  
T8 Beech x 1 = CR  
T9 Ash x 1 = SIP  
T10 Beech x 1 = SIP  
GROUP PRUNERS: SIP + CR

Landowner / Occupier: Please indicate above if there are any hazards or other interferences on site of which our team needs to be aware, such as old mine shafts or any restrictions to works such as Tree Protection Orders or SSO's.

Declaration: As the landowner / landowners representative, I agree that Wilson Tree Surgery as an approved contractor working on behalf of UK Power Networks may carry out the work as described above at no cost. I fully understand the information within this form and agree that the clearances are the minimum I will allow.

Please indicate as appropriate:  
 Landowner  Agent for Landowner  Tenant or Occupier  Agent for Tenant or Occupier

Name	Address	Telephone	Email (optional)	Signature
JACKIE SEAL	THE SEDELSCOMBE RIVERSIDE PLAYGROUND, SEDELSCOMBE EAST SUSSEX TN330GB	0753 565464		CLERK SEDLESCOMBE - Org. UK

