



Chailey Parish Council
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Minutes

A virtual meeting of the of the Full Council was held on Tuesday 8th December 2020.

Present: Chair: Cllr. K. Jordan
Cllrs. S. Avery, N. Belcher, E. Berry, M. Cornwall, M. Evans, J Millam,
P Olbrich, R. Penfold.

The Chairman at the start of all virtual Full Council & Planning meetings will ask Council members to declare if there is anyone present in their homes who can see and/or hear the meeting in progress. It is the Councillors' responsibility to make this information available to the Chairman and the Clerk.

Public present: Mr Mike Berry – attended for item 20/214.

In attendance: Mrs B Newell (Clerk).

20/203.Apologies for absence: Cllr Tregenza and Cllr Lethem

20/204.Declarations of interest: Cllr Jordan declared an interest in item and refrained from participating and voting on item 20/217. Cllr Berry declared an interest in 20/214.

20/205.Questions/comments from members of the public: None.

20/206.Items considered as a matter of urgency:

- Andrew Le Gresley, team manager at the Rights of Way and Countryside has been in touch with all those associated with the Commons to advise that ESCC will be applying for a one year extension to the HSL (Higher Level Stewardship). The present scheme runs from October 2011 to September 2021, however Natural England's deadline to apply for an extension is the 18th December 2020. Natural England have advised ESCC that they can remain in the HLS or apply for a Countryside Stewardship grant, both options are being investigated by Andrew Le Gresley and his team, who will update us next year.

Whichever option is chosen, it needs to be clear that the Parish Council are not responsible for the funding costs of maintaining/renewing the fencing and bridle gates for grazing purposes. The Clerk has conveyed this to Andrew and his team.

- Cllr Belcher informed the Council that he has located a bivouac on Red House Common, which is to the west of St Georges. It is a sturdy structure, in a secluded area, well concealed and not presently in use. Because of its position, debris would have to be removed by hand and transported by foot to

a vehicle situated at St Georges. The Clerk has forwarded this to the Neighbourhood First Team at Lewes to action.

20/207.To agree the Minutes of the Full Council meeting held on the 17th November 2020: Cllr Berry proposed that the minutes were accurate, seconded by Cllr Belcher. All in favour.

20/208.Matters Outstanding from October 2020 Full Council minutes:

20/195 – Update on progress made to draft Neighbourhood Plan:

The NHP and the Archaeology report have been forwarded to LDC. Three printed copies will be made available to those unable to view electronically. Clerk to advise when they are ready.

The Clerk reminded Cllrs Olbrich, Belcher and Cornwall of the meeting taking place between them and members of the Commons and Sports Club on 11th December at 1.00pm outside the Sports Club to discuss rabbit proof fencing and the storage container.

20/209.To receive and if thought fit approve the financial reports for November 2020.

Closing balance in November was £99,019.11. Two cheques remain uncashed. Expenditure was £3,566. No income was received for the month. The financial report for November 2020 was accepted as being accurate, proposed by Cllr Evans and seconded by Cllr Cornwall. All in favour.

20/210.To receive Clerk's briefing to full Council findings of PKF Littlejohn AGAR Completion report 18/11/2020:

The Clerk confirmed that the external Auditors PKF Little John LLP had completed the Annual Governance and Accountability Return and discharged their responsibilities under the Local Audit and Accountability Act 2014 for the year ending in March 2020. Copies are on the Parish website and the notice board by the King's Head crossroads.

20/211.To receive and consider the draft budget for 2021/22: Copies of the draft budget were circulated prior to the meeting. The Council were generally content with the draft budget but requested that transfers from the CIL EMR be made to the Windmill EMR. This is to allow for future painting costs. Proposed by Cllr Evans, seconded by Cllr Avery, all in favour, one abstention.

Cllr Olbrich asked that £10,000 from the CIL EMR be considered for a future play area on Rowheath. The Clerk will set a new cost centre for this project. Proposed by Cllr Evans, seconded by Cllr Cornwall. All in favour.

Cllr Evans reminded the Council that the Community Match application (for the crossing in South Chailey) cited contributions of £30K from the CIL EMR.

The Clerk asked that provisions be made for overtime (up to 10 hours a month) if she is to conquer the filing/archiving.

20/212.Update on reserves allocated to EMR: An up-to-date copy of the EMR had been circulated to the Council prior to the meeting. Movement between funds are noted in above item (20/211)

20/213.To begin discussions on a funds available for a play area in the village:

Cllr Olbrich with affirmation of funds from the CIL reserves (£10K) would like to begin research on a play area at Rowheath. He will in due course invite play specialists to assess and quote.

20/214.To meet with the Director of the Chailey Common Residents Management Company (New Heritage Way) and discuss the provisions of S106 monies (New Heritage): Mr Mike Berry, representing the residents of the New Heritage Way, North Chailey attended the meeting to bring to the Parish Council's attention the disappointment of those living at the New Heritage who do not feel that they have benefited in any shape or form from the S106 monies (New Heritage).

Around 2015, discussions had taken place between the Directors of the then Management company (Taylor Wimpy) and Lewes District Council asking the latter if they would take responsibility and ownership of the amenity lands. LDC replied and said that the S106 agreement was not sufficient for them to be able to take over the land. The freehold of the land remains with Taylor Wimpy. Apart from arranging grass cutting (which stopped during the pandemic) Taylor Wimpy have advised that they are not responsible for the land, and that it is the responsibility of the Management company. The present Management company is made up of seven members, who are residents at the New Heritage. The Management company will attempt to engage directly with LDC to discuss the amenity land issues and the S106 monies (approximately £145K) which has not been spent on the New Heritage community.

Mr Berry gave an account of some of the things that the S106 monies would have enabled if allowed to use.

- A car club and community bus.
- Additional parking to support the chapel as a community centre to hire out. Presently, the chapel cannot be hired out as there is not sufficient parking. The residents maintain the chapel with no support from LDC. In the past 5 years it has cost them in the region of £30k to maintain.
- Play area – managed by the New Heritage, with no support from LDC. It is open to anyone who wishes to use. New play equipment has been installed which cost in the region of £3k - £4K, with a further £1K spent on replenishing the wood bark.
- Tree surveys have not been carried out for 15 years. £1K was spent recently to have a tree survey done. The additional service costs to look after the amenity land is expected to be in the region of 9K next year (spread amongst 70 households).
- Footpath along Warrs Hill road - it has taken 15 years to conclude that a footpath is not viable along this stretch of road due to various reasons, one of them being that Chailey Common is a SSSI.

Cllr Jordan thanked Mr Berry for attending the meeting and for explaining the situation. Whilst there is little that the Parish Council can do to help, he asked that the members of the Parish Council took time to reflect on what had been said and to consider raising this item at a future Full Council meeting. Cllr Jordan would encourage the Management company to continue to draw in the help of District Councillor Sharon Davy. Advice from the local Government ombudsman may be a less expensive alternative than seeking legal advice. Mr Berry will advise the Clerk of future developments.

20/215.To review and assess the Document Retention policy (as part of the Risk Management and Assessment): The Parish Council after some discussion agreed to accept the retention period for routine emails and correspondence for one year

before being destroyed. Suffice to say, important documentation will be retained and filed according to the Policy. Cllr Berry proposed to accept the Policy, seconded by Cllr Belcher. All in favour.

20/216. To receive a quote for tree works on dying Ash trees overhanging Mill Lane, North Chailey: The Council accepted Dan Lillywhite's quote of £1060.00.

To note – Cllr Olbrich raised the issue whether the Parish Council are in fact responsible for paying for tree works that are on Common land. It would be sensible to arrange a meeting with ESCC, LDC, the Commons Society and the Parish Council to gain some clarity as to who takes ownership. Clerk will investigate this in the new year. In the meantime, it was agreed that the trees at Mill Lane need urgent attention and should be dealt with as soon as possible.

20/217. To consider renewing membership to CPRE Countryside Charity Sussex:

Cllr Jordan stood down for this item. Cllr Olbrich chaired. The Council agreed to continue with their CPRE membership at a cost of £36.00 per annum. Proposed by Cllr Berry, seconded by Cllr Evans. All in favour.

20/218. To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:

Cllr Olbrich:

- Asked if there was any news on the meeting with the Phil Beck to discuss security measures at the Sports Club. The Clerk has been in touch with Mr Beck who will not be available to meet until the new year. Clerk will update as soon as she hears back from Mr Beck.

Cllr Berry:

- Despite letters from the Parish Council and the Neighbourhood First team at LDC, Frogs Hole remains untouched. The Clerk will consult with LDC.

Cllr Jordan:

- Councillor finished the meeting by thanking the Council and the Clerk for all their hard work during the year and wished everyone a safe and happy Christmas.

20/219. To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None

20/220. Confidential matters: None.

20/221. Next Full Council meeting: Tuesday 19th January 2021 at 7.30pm at the Reading Room, Chailey Green, subject to developments of the Coronavirus.

Signed:
Chair

Date:

Initials:

Date: