



**Chailey Parish Council**  
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**Minutes**

**A Meeting of the Full Council was held on Tuesday 21<sup>st</sup> February 2017 in the Reading Room, Chailey Green, commencing at 7.30pm**

**Present:** Cllr. M Evans (Chairman).  
Cllrs. P Atkins, S. Avery, N Belcher, J Millam and P.O'Conor.

**Public present:** One

**In attendance:** S Treharne (Clerk) and Cllr J Sheppard

**17/021.Apologies for absence:** Cllrs. R Barnard, V Harrison and P.Olbrich.

**17/022.Declarations of interest:** none.

**17/023.Questions/comments from members of the public:** Mr Sheridan raised the continuing issue of the speed of traffic through South Chailey. With the meeting's agreement Cllr. Evans reported on the recent meeting with ESCC Highways at which this matter has been discussed. Highways have agreed to refresh the 40mph roundels along the stretch and also the hatching outside the stores. Sussex Safer Road Partnerships would be asked to assess the area for a speed camera and the attention of Sussex Police would be drawn to the speeding of motorbikes at weekends. Following a change to the Match Funding initiative the Parish Council would look into the funding of a feasibility study into the installation of a crossing over the A275 at Mill Lane. Finally the Parish Council would also look into the possibility of using mobile speed cameras and would remind residents of the existence of Operation Crackdown under which inconsiderate driving could be reported. Mr Sheridan raise the issue of the 60mph stretch past the Parish Hall but it was thought that this short stretch of road was retained to enable overtaking.

**17/024.Items considered as a matter of urgency:** none

**17/025.To agree the Minutes of the Full Council meeting held on 17<sup>th</sup> January 2017:** the minutes were approved and were signed by the Chairman.

**17/026.To receive an update on the co-option of a Councillor:** the Clerk advised that no election had been called for in accordance with the statutory rules. Accordingly he had published notices seeking expressions of interest from eligible person wishing to be co-opted as a Councillor. The deadline for receipt of applications is 10th March.

**17/027.To consider and if thought fit approve financial reports for January 2017:** receipts in December were £126 and payments £1,887. Receipts for the year to 31<sup>st</sup> January 2017 (excluding the precept and support grant received) total £2,111 and payments £50,922. Councillors' attention was drawn to the analysis of payments by category shown in the financial reports, to the detailed breakdown of the receipts and payments for the month and to the bank reconciliation attached.

Cllr. Atkins proposed and Cllr. O'Connor seconded a motion that the financial reports be approved and this was agreed.

**17/028.To consider changes to the Bank mandate to include additional authorised signatories:** Cllr. Evans explained that it was thought prudent that a fourth signatory should be added to the bank mandate. He proposed and Cllr. Belcher seconded a motion that Cllr. Jordan should be added to the mandate and this was agreed.

**17/029.To consider the contract for mowing and associated maintenance in the Parish:** the Clerk explained that the contract had not been formally tendered since 2013. Councillors discussed the proposed list of contractors who would be invited to tender, and the items to be covered by, the contract. The Clerk was asked to proceed, subject to a change in the timing of the cutting of hedges.

**17/030. To receive a report on progress made with the provision of defibrillators in the Parish:** Cllr. Belcher referred Councillors to the list of quotes received. After discussion Cllr. Belcher proposed and Cllr. Atkins seconded a motion that the Council procure 3 defibrillators and heated boxes from Defibshop at a cost including VAT of £4,622.50.

**17/031.To receive a report on the progress made with the Sports Pavilion:** the Clerk reported that a useful meeting had been held with the Sports Club at which numerous issues had been discussed. A schedule of costs had been sent to the Club to help with their application for grant funding. The Club had submitted plans for how the kitchen area might be laid out and had set down a number of other requirements/ideas which the Clerk would discuss with the surveyors at a meeting to be arranged. Planning permission had not yet been granted.

**17/032. To consider and if thought fit agree a new agreement with the Sports Club for their continued occupation of the Sports Pavilion (draft attached):** Cllr. Evans referred Councillors to the draft agreement circulated with the agenda. It was necessary to consider a new agreement because the existing one year agreement would end on 23<sup>rd</sup> March. The proposed new agreement, which is in exactly the same terms as the existing agreement, was necessary so that the Sports Club could continue to operate from the Pavilion. Cllr. O'Connor proposed and Cllr. Atkins seconded a motion that a new agreement in the terms of the draft should be entered into and this was agreed. It was also agreed that Cllrs. Evans and O'Connor should sign the new agreement on behalf of the Council.

**17/033.To receive a report on the Neighbourhood Plan:** Cllr Evans reminded Councillors of the three forthcoming meetings which would give residents the opportunity to give their views on the draft objectives. Councillors discussed the importance of residents engaging with the process.

**17/034: To receive a report on the Allotments and to consider current tenancies:** the Clerk reported that two tenants whose allotments were considered not to have been properly maintained had left of their own volition and new tenants had taken over. Two further tenants who had in the past been written to about the state of their allotments had been written to again. Of these, one had decided to surrender his tenancy and this was in hand. The other had written to the Council and, after considering the letter received, the Clerk was asked to write to the tenant concerned allowing the tenant to retain the tenancy but, at the same time, making it clear that the allotment needed to be brought up to standard.

**17/035. To receive a report on a recent meeting with ESCC Highways:** Cllr Evans reported on the other matters discussed at the recent meeting. The work to create the Warrs Hill footpath appeared to have been put back and the Council's dissatisfaction at this state of affairs had been registered. The discussion about the placing of litter signs was noted and the Parish Council would take this matter forward. Cllr. Sheppard advised that he is looking into the issue of signs where Hazeldene and Coldharbour Lanes meet the A272.

Cllr. Evans agreed to circulate his notes of the meeting and it was agreed that it would be useful for these and future notes to be published on the website.

Cllr. Sheppard left the meeting at this point.

**17/036.To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:**

**Windmill:** Cllr. Avery reported that a meeting had been held with the person interested in archiving the museum artefacts. He thought that consideration could be given to improving the display.

**Bonfire Society:** Cllr Atkins reported that the Society is getting ready for the St George's Day fete.

**17/037.To consider items of correspondence for noting and response:** the Clerk drew Councillors' attention to correspondence which had been received, a list of which was circulated.

**17/038.To note risk implications:** none to note.

**17/039.Confidential information – exempt matters:** Cllr Evans advised that it was not necessary to consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1(2).

**17/040. Next Full Council meeting:** 21<sup>st</sup> March 2017. Next Planning & Environs Committee meeting: 7<sup>th</sup> March 2017. Both meetings will take place at 7.30pm in the Reading Room, Chailey Green.

**Signed:** *Mark Evans*  
**Chairman**

**Date:** *21<sup>st</sup> March 2017*