



Chailey Parish Council
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Minutes

A virtual meeting of the of the Full Council was held on Tuesday 17th November 2020.

Present: Chair: Cllr. K. Jordan
Cllrs. S. Avery, N. Belcher, E. Berry, M. Cornwall (part of meeting) M. Evans,
M Lethem (part of meeting), J Millam, P Olbrich, R. Penfold, J Tregenza.

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: None

In attendance: Mrs B Newell (Clerk).

20/186.Apologies for absence: None

20/187.Declarations of interest: None

20/188.Questions/comments from members of the public: None.

20/189.Items considered as a matter of urgency: In 2007, a deed of grant was issued by the Parish Council giving access to the right of way on the lane that leads to the property Dove Cottage, North Chailey. The owners of the property now wish to sell and the Solicitors acting on their behalf have approached the Council to ask if we are able to enter into a new deed of grant with the new prospective owners. Cllr Penfold did not foresee any problem for the conveyancers acting on behalf of the buyers to draft the deed based on exactly the same terms and conditions as the one before. Legal fees for this would need to be paid by the purchasers. The Parish Council will not charge for the right of way but will request for a copy of the document to sign. Transfer of the right of deed was agreed upon by the Council; proposed by Cllr Tregenza and seconded by Cllr Penfold. All in favour.

20/190.To agree the Minutes of the Full Council meeting held on the 20th October 2020: Cllr Jordan proposed an amendment to the final paragraph of item 20/182 so that the first sentence begins with "The Council unanimously re-affirmed the importance of their continuing to have the right to nominate a Trustee to the Board of Trustees". Subject to this change, the minutes were approved – proposed by Cllr Berry and seconded by Cllr Evans. All in favour.

20/191.Matters Outstanding from October 2020 Full Council minutes: None

20/192.To receive and if thought fit approve the financial reports for October 2020.

Closing balance in October was £103,547.31. There remain a few outstanding cheques unrepresented. Council expenditure for the month was £15,659.65, most of which was for the repairs to the Windmill. Income received for the month was £10,779.41, £10,647.56 of this is receipt of CIL monies from the Glendene development in North Chailey LW/19/0800.

Cllr Evans noted that cost centres 4030 (PAYE & NI), 4000 (staff salary), 4040 (pension) were at 76.7%, 71.4%, 68.5% respectively and suggested increasing the current annual budget to accommodate for an overspend by year end. The Council authorised the Clerk to increase these costs centres from the reserves. Subject to this increase, the financial report for October was accepted upon as being accurate, proposed by Cllr Evans and seconded by Cllr Berry. All in favour.

20/193.To receive and consider the draft budget for 2021/22: Item deferred to next month's meeting.

20/194.Update on reserves allocated to EMR: As above.

20/195.Update on progress made to the draft Neighbourhood Plan incorporating

the independent Inspector's requirements: At last month's meeting, it was agreed that before submitting the draft NHP to LDC, Jack Cranfield (Chair of the Steering Group) would source and include additional maps. Jack has now completed this task and some members, not all, were in receipt of the updated plan. Those in receipt agreed that Jack had done an excellent job. To note, Cllr Avery pointed out that Jack had in the plan identified the important views that we may wish to protect – he asked that once all Councillors had received the plan, that they take the opportunity to make sure that all the views we wish to protect have been specified. The Clerk will circulate the document to all Councillors and ask CHEC to print off a couple of hard copies.

20/196.To discuss the latest situation regarding the Mill Lane Crossing, South Chailey.

The Feasibility Study report is accessible on the Parish website or can be obtained from the Clerk. Access information to the study is contained in the consultation letter that the Clerk has hand delivered to residents living within the area of South Chailey where the proposed crossing would be situated. The consultation letter has also been posted on Chailey Chat, the Parish magazine and local newspapers. In response to the consultation letter, the Clerk has received five letters back. One of which is from the School strongly supporting a pedestrian crossing. One favours option 1 (a light controlled crossing at £245K), two favour option 2 (a pedestrian refuge at £175K) and one does not want a crossing at all.

The perception is that this is a dangerous and fast piece of road to cross, to further compound this, traffic comes from three different directions. The Parish Council have for a long time had concerns about the speed limit on this stretch of road and will ask again if this can be reduced to 30 mph at the next Highways meeting scheduled for Monday 23rd November.

It should be noted that if a crossing does not take place, the School and parents may need to consider alternative methods of dropping off their children without causing an obstruction on the road.

As there has been a poor response to the consultation letters so far delivered, it was suggested the Clerk deliver a second letter asking for a response to the first letter.

20/197.To continue discussions on the instalment of rabbit proof fencing and a storage container to the grounds of the Sports field: Cllr Belcher has had some communication with the Commons Society, who do not oppose a rabbit proof fence as such but are troubled as to where it will be situated; there are concerns that its placement could steer walkers around the edges creating muddy footpaths. Installing gates into the fence will allow walkers to get through – suitably siting the gates needs some thought and then establishing routes once inside.

Cllr Millam had reservations about any kind of fencing being put up; access to the grounds needs to be maintained for mowing. If it is fenced, bracken and grass will grow through the fence – the Parish Council therefore need to be mindful that this will need maintaining and will need to establish who picks up the maintenance costs.

Gathering who takes responsibility for the maintenance and costs to the Commons is proving to be a complex issue. Staff within LDC/ESCC who knew the history of the Commons have moved on. Drastic cuts in funding over the last few years have had a negative impact on the resources available to carry out works to the Commons. Clerk to investigate further.

Cllr Belcher reported that a shed rather than a storage container would look more pleasing.

The Clerk will organise a meeting so that the Commons Society, the Sports Club, and the Parish Council can meet and further discuss ideas.

20/198 To review and assess the Document Retention policy (as part of the Risk Management & Assessment): Prior to the meeting, the Clerk circulated an updated copy of the Document Retention Policy to members of the Council. Cllr Avery queried why routine emails and correspondence are retained for a period of one year and then destroyed. He felt that it should be kept for longer than one year. The Clerk was asked to elaborate what routine correspondence covers and report back.

20/199.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.

Cllr Belcher:

- Reported that a member of the public had noticed on Lane End Common, hidden in bracken some pot plants possibly containing marijuana. The Police have been notified.

Cllr Tregenza:

- Reminded the Council that the Chailey Community Response Support Group are still active, and reminders have been sent out to the community that help is still there if required.
- Speed Watch survey had been conducted earlier in the day; two cars reported as speeding.

Cllr Olbrich:

- Reported that he and the Clerk recently met with Nick Cox, PCSO at the Sports Club to discuss security. The Clerk is re-organising a meeting with PBI who will advise on CCTV.
- The Bonfire Society will be arranging dinner at the Five Bells and the Rainbow for the elderly in the village.

Cllr Millam:

- Reported that he has spoken with the local tree surgeon who has identified Ash Die Back on the trees on Mill Lane, North Chailey. He has suggested that they come down and will provide a quote.

20/100.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None

20/101.Confidential matters: None.

20/102.Next Full Council meeting: Tuesday 8th December 2020 at 7.30pm at the Reading Room, Chailey Green, subject to developments of the Coronavirus.

**Signed:
Chair**

Date:

Initials:

Date: