



**Chailey Parish Council**  
**www.chailey.org**

**Minutes**

**A virtual meeting of the of the Full Council was held on Tuesday 19<sup>th</sup> January 2021.**

**Present:** Chair: Cllr. K. Jordan  
Cllrs. S. Avery, N. Belcher, E. Berry, M. Evans, M. Lethem, 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).

**21/001.Apologies for absence:** Cllr Cornwall (nonattendance)

**21/002.Declarations of interest:** None.

**21/003.Questions/comments from members of the public:** None.

**21/004.Items considered as a matter of urgency:**

Cllr Jordan informed the Council on two matters:

- Mr Peter Impey (Council's nominated Trustee to the Almshouse) has been invited to a meeting of the Board of Trustees.
- Invitation to be sent to Nick Cox, PCSO to attend a future FC meeting to update the Council on police matters occurring during the pandemic.

The Clerk informed the Council on two matters:

- The fallen tree on Red House Common has been removed by JP Ellis. Fee for this is £25.00.
- Mr Anthony Steel (Ferreter) has been to the Sports ground and removed 26 rabbits. He will need to repeat as the ground is infested.

**21/005.To agree the Minutes of the Full Council meeting held on the 8<sup>th</sup> December 2020:** Cllr Olbrich proposed that the minutes were accurate, seconded by Cllr Evans. All in favour subject to re-wording changes to item 20/214.

**21/006.Matters Outstanding from October 2020 Full Council minutes:**

20206 – Bivouac structure on Red House Common. Clerk reported that this is with the Neighbourhood First team.

**21/007.To receive and if thought fit approve the financial reports for December 2021.**

Closing balance in December was £92,591.74 One cheque remains uncashed. Expenditure was £6,427.00. No income was received for the month. The financial report for December 2020 was accepted as being accurate, proposed by Cllr Belcher and seconded by Cllr Tregenza. All in favour.

**21/008.To consider and if thought fit approve the Council's budget for the financial year 2021/22:**

The budget for 2021/22 was accepted by the Council. Proposed by Cllr Olbrich and seconded by Cllr Evans. All in favour.

**21/009.To set the precept for the financial year 2021/22:**

The Council agreed to set the precept at £68,388, which is a 2.5% increase. Proposed by Cllr Avery, seconded by Cllr Olbrich. Five in favour, four against. Motion carried.

**21/010.Cllr Penfold to brief the Council on his attempt to explore options to fund the Windmill:**

Cllr Penfold has been in contact with Historic England to enquire about their funding schemes for at risk buildings on their register. The Windmill is not eligible. Historic England have provided a list of other organisations that may be able to provide different types of grants for heritage property. Cllr Penfold will pursue further and will bring back to a future meeting.

**21/011.To discuss Tree Risk Assessments on Council owned land:**

The Clerk was advised by the Council's insurance company that should a tree on Parish Council owned property fall onto third party property or worse, a person, then the Council would no doubt, receive a claim under their Public Liability section for "negligence". If it were to be shown that the Council had done nothing to risk assess the trees, then the insurers would not be able to defend the claim on the Council's behalf.

Chailey Common (where most of the trees are) is subject to the Scheme of Regulation which was made by Chailey Rural District Council in 1915. Chailey Rural District Council was merged with Lewes District Council under the Local Government Act of 1972 and ceased to exist, and the management of the Commons now vests in LDC. Therefore, the Parish Council are of the belief that the land covered by the Scheme of Regulation falls under the remit of LDC and it would therefore be their responsibility to undertake a tree risk assessment and follow through with tree work if needed. LDC however, are of the opinion that it is the landowners (CPC) who are responsible for the land – this matter remains unresolved.

The Parish Council believe that trees on land that do not come under the Scheme of Regulation is their responsibility. Areas of land owned by the Parish Council that do not come under the Scheme of Regulation need to be identified by the Tree Wardens paying particular attention to trees that are near to housing, footpaths, roads etc. Once established, it would be sensible to hire a suitable tree surgeon or arborist to check on those trees that may pose a danger.

Clerk to enquire with SSALC and other sources on what an adequate tree risk assessment would be. It was noted that a previous assessment was carried out 8 or 10 years ago with KPS. Clerk to see if a record of this is accessible. Clerk to enquire with Common Freeholders and James Tillard on their tree inspection processes.

**21/012.To review draft Asset Inspection list of items in the village and to consider hiring an assessor to check the insurance values of items covered by the Council's insurance.**

An inspection asset list was circulated to the Council prior to

the meeting. Clerk to add to the list the noticeboard located at the New Heritage. The Council were satisfied with their individual duties to check yearly on assets in the village for wear and tear and to report back to the Clerk. Cllr Tregenza will check the Pump House. The Clerk will check the War Memorial, the bench on the Green and the village sign. The Clerk will speak with Cllr Cornwall to see if is prepared to check on the Windmill.

The Clerk reminded the Council that at some point soon (before the next audit) an assessor should be hired to check the insurance values of the assets on the inspection list.

**21/013.To receive verbal reports from Councillors on their area(s) of responsibility. and/or on their involvement with village organisations:**

Cllr Millam:

- Reported that the trees on Mill Lane, North Chailey have been dealt with. The tree surgeon (Dan Lillywhite) who carried out the task will provide the Clerk with the name of a tree specialist who is qualified to carry out tree risk assessments.

Cllr Avery:

- There is a web domain name that is being offered to the Council by a resident who no longer has use for it. Clerk to explore costs of taking it on.

Cllr Olbrich:

- Cllr Olbrich reported back to the Sports Club the Council's views on the container and rabbit proof fencing as discussed at the Planning meeting held 5<sup>th</sup> January 2021 (item 21/009). The Sports Club, with the Council's agreement, will pursue with the fencing if the ferreting is not successful.
- Cllr Olbrich met recently with Phil Beck to discuss security cameras at the Sports Club. Mr Beck to provide a quote to the Clerk in due course.
- Due to Covid restrictions, Cllr Olbrich has been unable to meet with suppliers of playground equipment for Rowheath.

Cllr Berry:

- Referred to item 20/214 discussed at last month's Full Council meeting; the Management Company from New Heritage Way held a meeting with Cllr Sharon Davy and the head of Planning at LDC. They are now waiting to hear the outcome of the meeting. The Management Company continue to challenge the decisions that were made in the past by LDC and ESCC re the Section 106 monies.

Cllr Tregenza:

- Informed the Council that she recently visited Chailey School. She inspected the testing systems in place for Covid and commended the staff on their efforts at trying to keep everyone as safe as they can.
- The Speed Watch programme is back in operation.

Cllr Lethem:

- The Village hall has shut due to Covid restrictions. They have obtained a Government grant to help them through the pandemic.

Cllr Jordan:

- The door to the telephone box (located near to former Swan public house) is with Bill Francis aka Chippy Minton. Bill hopes to carry out repairs to the door soon.
- Cllr Olbrich and Cllr Millam will look at the bench that needs repairing located on the Chailey Link Walk.

**21/014.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None**

**21/015. Confidential matters: None.**

**21/016.Next Full Council meeting: Tuesday 16<sup>th</sup> February 2021 at 7.30pm at the Reading Room, Chailey Green, subject to developments of the Coronavirus.**

**Signed:  
Chair**

**Date:**

Initials:

Date: