



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

**A Meeting of the Full Council was held on Tuesday 18<sup>th</sup> July 2017 in the Reading Room, Chailey Green, commencing at 7.30pm**

**Present:** Cllr. K. Jordan (Chairman).  
Cllrs. P. Atkins, S. Avery, R. Barnard, M Cornwall, M. Evans, J. Millam, P.O'Connor and P. Olbrich.

**Public present:** none.

**In attendance:** S. Treharne (Clerk).

**17/119.Apologies for absence:** Cllrs. N Belcher and M Lethem. The Clerk reported that Cllr. Sheppard (County Councillor) had also sent his apologies.

**17/120.Declarations of interest:** none.

**17/121.Questions/comments from members of the public:** none.

**17/122.Items considered as a matter of urgency;** the Clerk reported that he had received a request for trees overhanging a lane adjacent to Red House Common to be trimmed back so that larger vehicles (in particular the Lewes DC refuse truck) can continue to have access. After discussion the Clerk was asked to request Lewes DC to carry out this work.

**17/123.To welcome Martin Cornwall as a member of the Council:** Mr Cornwall signed a Declaration of Acceptance of Office and was welcomed as a member of the Council.

**17/124.To agree the Minutes of the Full Council meeting held on 20<sup>th</sup> June 2017:** the minutes were approved and signed by the Chairman.

**17/125.To receive and if thought fit approve financial reports for June 2017:** Councillors were in receipt of financial reports which Cllr. Avery had reviewed and agreed to be in order. Cllr. Olbrich proposed and Cllr. Avery seconded a motion that the reports be approved and this was agreed.

**17/126.To consider and if thought appropriate approve applications received for small grants:** Councillors considered the list of grant applications received. The Clerk drew attention to the applications received from organisations that had not previously applied. He also confirmed that the total amount applied for was within the amount budgeted by the Council. Cllr. Cornwall proposed and Cllr. Millam seconded a motion that the applications totalling £4,400 listed on the schedule be approved and this was agreed.

**17/127.To receive a report on the Neighbourhood Plan:** Cllr Evans reported that a meeting had been held with Donna Moles. Following this the Steering Group was undertaking an exercise to pull together all the evidence that had been collected by the Group. Cllr Avery is working on the required Character Assessment of the Parish. A discussion had been held with Donna Moles about the stage reached in the process and in her opinion the Group was at stage 4. Collation of the evidence would move the process through to stage 6 and this was the first of the stages where the Group considered that help was required. Funding had been sought and received to employ Donna Moles for this stage and the Group considered that a payment of £750 (being 25% of the total estimated cost) should be paid now from the grant monies received. Cllr. Evans proposed and Cllr. Avery seconded a motion that an initial payment of £750 should be paid and this was agreed.

**17/128.To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:**

**Tree matters:** Cllr. Olbrich reported that he had received a request for the Council to agree that two Leylandii trees on its land adjacent to Rowheath could be removed. Councillors agreed, subject to the neighbour concerned agreeing to pay for the work and the employment of a suitable professional contractor with the relevant skills and insurances. Cllr. Olbrich also referred to requests received to cut back trees on Red House Common and at Downsvew. After discussion, it was agreed that the Clerk should contact Lewes DC to ask them to carry out the works.

**Meeting with Highways:** Cllr. Evans advised that the next meeting will be on 13<sup>th</sup> September 2017 and he asked Councillors know of any matters that should be raised. Cllrs. O'Connor and Millam mentioned accidents that had occurred on the A275 in recent days. Cllr. Millam asked that the state of the pavement along the A272 eastwards from the Kings Head be raised.

**17/129.To consider items of correspondence for noting and response:** a list of correspondence was circulated and reviewed. The Clerk explained the responses received to his letters on the ESCC management of countryside sites and on the proposed variation to the premises licence at Chailey Garage. It was agreed that the offer of a meeting with ESCC on the management of the Common should be taken up with a meeting being organised for September. The premises licence application is due to be heard by the Lewes DC Licensing Sub Committee on 26<sup>th</sup> July. Cllr. Evans indicated that he was considering attending the hearing and it was agreed that, if Cllr. Evans does attend, he will represent the Council.

**17/130.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998:** none.

**17/131.Confidential matters:** Cllr. Jordan proposed and Cllr. Avery seconded a motion to exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature. This motion was agreed. Councillors dealt with matters relating to the Sports Pavilion and the proposed refurbishment project.

**17/132.Next Full Council meeting:** Tuesday 19<sup>th</sup> September 2017 starting at 7.30pm. Councillors agreed that, if it is necessary to discuss the Sports Pavilion during

August, a meeting would be called for 15<sup>th</sup> August 2017, the date currently set aside for a possible urgent planning meeting.

**Signed:**  
**Chairman**

**Date:**

DRAFT

Initials:

Date: