



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

**A Meeting of the Full Council was held on Tuesday 19<sup>th</sup> September 2017 in the Reading Room, Chailey Green, commencing at 7.30pm**

**Present:** Cllr. K. Jordan (Chairman).  
Cllrs. P. Atkins, S. Avery, N Belcher, M Cornwall, M. Evans and M. Lethem.

**Public present:** none.

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

**17/133.Apologies for absence:** Cllrs. R. Barnard, J. Millam and P. Olbrich.

**17/134.Declarations of interest:** none.

**17/135.Questions/comments from members of the public:** none.

**17/136.Items considered as a matter of urgency;** none

**17/137.To agree the Minutes of the Full Council meeting held on 18<sup>th</sup> July 2017:** after correcting one typographical error the minutes were approved and signed by the Chairman.

**17/138.To receive and if thought fit approve financial reports for July and August 2017:** Councillors were in receipt of financial reports for the two months and considered each in turn. The Clerk explained the background to a long unrepresented cheque. Cllr. Evans proposed and Cllr. Avery seconded separate motions that the reports for July and August be approved and these were agreed.

**17/139.To receive a report from the Clerk on the results of the external audit of the Council's accounts for 2016/17 and on the appointment of external auditors:** the Clerk reported that the Council's external auditors, PKF Littlejohn, had signed their report and certificate on the 2016/17 annual return. There were no matters giving cause for concern or which needed to be drawn to the attention of the Council. The Clerk also reported that the new process under which external auditors are appointed had been completed. The result so far as the Council is concerned is that PKF Littlejohn will continue to act as the Council's external auditors and their fee will be identical to that paid for 2016/17.

**17/140.To receive a report on the Sports Pavilion and if appropriate to consider the appointment of a contractor and to approve the application for a loan:** the Clerk reported that the Council had received permission from the Department for Communities and Local government to borrow up to £38,000. However, the issue over the rainwater disposal and the adequacy of the proposed soakaways had not been resolved, meaning that building control consent was still conditional. A percolation test had been completed as required by Lewes DC but had failed. Until this issue is resolved, the Council cannot move to appoint contractors and apply for the loan. The surveyors are hopeful that a solution can still be found by diverting the water into an existing drainage system and a further site visit is planned for 20th September.

**17/141.To receive a report on the Neighbourhood Plan:** Cllr Evans reported that the character appraisal had been drafted and is with the consultant for her comments. A further meeting of the Steering Group will take place shortly. Cllr. Jordan reported that he had arranged, at no cost, for the owner of a drone to take aerial photographs of the village: the results are awaited.

**17/142.To receive a report on the Council's acquisition of defibrillators:** Cllr. Belcher reported that the three defibrillators and boxes had arrived and he gave Councillors a brief demonstration of how a defibrillator is used. Chris Hibling has been asked to look into their installation (at the Parish Hall, the South Chailey Surgery and the Dental Surgery in North Chailey) and his report and quotation are awaited. Cllr. Belcher is still waiting to hear from the Ambulance Service about training. Councillors thanked Cllr. Belcher for his work on this project.

**17/143.To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:**

**Meeting with Highways:** Cllr. Evans reported on the recent meeting with Highways. The preparatory work for the footpath on Warrs Hill Road is proceeding but carrying out the many surveys and obtaining the necessary permissions is proving onerous. The works will not now be undertaken until 2018, a further year's delay. The issue of a possible crossing over the A275 in South Chailey had been raised in the light of the proposed improvements to the pavements in Mill Lane and the need for residents, including those from the proposed Gradwell End development, to access village amenities. Highways are to consider why the assessment carried out in relation to Gradwell End did not identify the need for a crossing. At the Council's request, work is to be carried out to clear the surface water drains in South Street.

**Grantham Close:** Cllr. Belcher reported that he had been accepted as a trustee.

**Chailey Commons:** a preliminary discussion took place about a proposal by Chailey Commons Society to erect notices asking dog owners to keep their animals on a short lead to protect wildlife. It was agreed that any such a move would require the agreement of all relevant parties, including the landowners, Lewes DC, ESCC and the Rangers. The Clerk was asked to obtain the preliminary views of North Common Freeholders.

**17/144.To consider items of correspondence for noting and response:** The Clerk reported that he had received letters of thanks from many of the organisations who had received small grants. He also indicated that he had been contacted by a resident of Arnos Close concerning the Council's car park. He would seek out the Council's files on this matter.

**17/145.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998:** none.

**17/146.Confidential matters:** Cllr. Jordan reported that it was not necessary to consider 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.

**17/147.Next Full Council meeting:** Tuesday 17<sup>th</sup> October 2017 starting at 7.30pm in the Reading Room, Chailey Green.

**Signed:** *P. Olbrich* **Date:** *17<sup>th</sup> October 2017*  
**Chairman**