



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

**A Meeting of the Full Council was held on Tuesday 24<sup>th</sup> April 2018 in the Reading Room, Chailey Green, commencing at 7.30pm**

**Present:** Cllr. K. Jordan (Chairman).  
Cllrs. P Atkins, S. Avery, N. Belcher, Mrs. E Berry, M. Cornwall, M. Evans, J. Millam and P. Olbrich.

**Public present:** three.

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

**18/056.Apologies for absence:** Cllrs. R Barnard and M. Lethem.

**18/057.Declarations of interest:** none.

**18/058.Questions/comments from members of the public:** none.

**18/059.Items considered as a matter of urgency:** none.

**18/060.To agree the Minutes of the Full Council meeting held on 20<sup>th</sup> March 2018:** the minutes were approved and were signed by the Chairman.

**18/061.To receive and if thought fit approve financial reports for March 2018:** Councillors considered the financial reports for March 2018. Receipts for the month totalled £78. Payments for the month were £13,315, including a first payment of £9,510 to the contractor undertaking the sports pavilion refurbishment. Cllr. Evans proposed and Cllr. Atkins seconded a motion that the financial reports be approved and this was agreed.

**18/062.To note the outcome of the Council's application for a grant from the Community Infrastructure Levy District Pot:** the Clerk reported that the Council's bid for funding had been unsuccessful. The feedback received, which the Clerk considered was fair, was that the project to install a crossing was not sufficiently developed and the source of other funding too uncertain. After discussion, Cllr. Avery proposed and Cllr. Belcher seconded a motion that the Clerk should begin informal discussions with ESCC Highways to establish what would be needed to undertake a feasibility study. This was agreed.

**18/063.To approve the arrangements and agenda for the Annual Parish Meeting:** Councillors agreed a change to the wording of item 6 on the draft agenda and the arrangements for the evening. The list of those to be specifically invited was agreed.

**18/064.To approve the arrangements for receiving and approving small grants in 2018:** the Clerk reported that the invitation seeking applications and the application form itself would be posted on the website shortly. The closing date for applications would be 30<sup>th</sup> June and the Council would consider these at its meeting in July. These arrangements were agreed.

**18/065.To receive an update on the Council's preparations for the changes to Data Protection law:** the Clerk reported that work was proceeding to cleanse the Council's contacts database. He would shortly be contacting those organisations who offered an external Data Protection officer service.

**18/066.To receive a report on the Sports Pavilion:** the Clerk reported that work was proceeding well. There would however be a delay in completing the works due to spells of bad weather experienced earlier during the project. The extent to which the contact would need to be extended had not yet been agreed.

**18/067.To receive a report on the Neighbourhood Plan:** the Clerk apologised that the application for grant monies had not yet been made. This would be done shortly. Cllr. Jordan reported that the first draft plan was relatively complete. An opportunity was being taken to learn from the experiences of local parishes whose plans were further advanced than Chailey's. Lewes DC's neighbourhood plan officer now has access to the database of documents and is reviewing them online.

**18/068.To receive a report on unauthorised works carried out on South Common:** the Clerk reported that Lewes DC's enquiries are underway. Their emphasis is on the damage done on a common. The Council's efforts should be directed towards what steps it should take following what could be regarded as criminal damage on land which it owned. The incident had been reported to the police.

Cllr. Millam considered that it was important that the Council took action. He proposed and Cllr. Avery seconded a motion that the Clerk should talk to the Council's solicitors to get initial advice as to the Council's position and the steps it should take. This was agreed.

**18/069.To consider the Council's participation in a proposed Good Neighbours Scheme:** the Clerk advised that the Council had been invited to attend a meeting arranged by the Friends of Newick Health Centre, the purpose of which was to explore the setting up of a Good Neighbour Scheme. Cllr. Berry had agreed to attend the meeting on behalf of the Council.

**18/070.To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:**

**The Commons:** Cllr. Belcher raised a number of issues and agreed to write to the Clerk with details.

**Highways:** Cllr. Evans reported on the recent meeting with Highways. A separate meeting is to be held to discuss the Warrs Hill Road footpath. The removal of the "East Chiltington Sign" had been discussed and Councillors asked the Clerk to write again to East Chiltington Parish Council and Highways seeking the sign's removal.

**Repair Café:** Cllr. Berry advised Councillors that a repair café is to be established in Chailey. It was agreed that the organiser should be invited to attend the Annual Parish Meeting.

**Allotments:** Cllr. Millam advised that he and the Clerk will inspect the allotments shortly.

**Windmill:** the Clerk advised that an enquiry had been received from a resident of St. Georges asking about the Council's intention as regards cleaning and/or painting. It was agreed that the Clerk should write to the Chairman of The Friends of the Windmill.

**18/071.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998:** none.

**18/072.Confidential matters:** Cllr. Belcher proposed and Cllr. Avery seconded a motion that the press and public should be excluded 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 was agreed. Councillors discussed the medium/longer term letting of the Sports Pavilion.

**18/073.Next Full Council meeting:** Tuesday 15<sup>th</sup> May 2018 starting at 7.30pm in the Reading Room, Chailey Green. This would be the annual meeting of the Council.

**Signed:** *Ken Jordan*  
**Chairman**

**Date:** *15<sup>th</sup> May 2018*