



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

**Minutes**

**A Full Council Meeting was held on Tuesday 18<sup>th</sup> September 2018 in the Reading Room, Chailey Green, commencing at 7.30pm**

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

**Public present:** none

**In attendance:** S Treharne, Clerk to the Council.

**18/132.Apologies for absence:** Cllrs. M Evans and K. Jordan.

**18/133.Declarations of interest:** none.

**18/134.Questions/comments from members of the public:** none.

**18/135.Items considered as a matter of urgency:** none.

**18/136.To welcome Jo Tregenza as a Councillor:** the meeting welcomed Jo Tregenza as a Councillor and she signed her acceptance of office.

**18/137.To agree the Minutes of the Full Council meeting held on 17<sup>th</sup> July 2018:** the minutes were approved and signed by the Chairman.

**18/138.To receive and if thought fit approve financial reports for July and August 2018:** receipts for July and August were £685 and £39,921 respectively. Receipts in August included the second half of the 2018/19 precept and grant (£29,570) and a VAT refund of £10,181. Payments in the two months totalled £15,915 and £4,909. Payments in July included £5,529 paid to the contractor refurbishing the Sports Pavilion, £4,637 by way of small grants and the first repayment of £2,097 on the loan taken out to refurbish the Sports Pavilion. Cllr. Belcher proposed and Cllr. Avery seconded a motion that the financial reports for both July and August be approved and this was agreed.

The Clerk reported that the External Auditors had completed their work. Their only comment had been that the cost of the defibrillators acquired by the Council should be included in the value of the Council's assets. All other queries had been dealt with to the Auditors' satisfaction and there were no other matters which the Auditors needed to draw to the Council's attention.

**18/139.To agree the appointment of an Internal Auditor for 2018/19:** Cllr. Lethem proposed and Cllr. Berry seconded a motion that Mr Steve Brentnall be reappointed as the Council's Internal Auditor for 2018/19 at a fee of £420. This was agreed.

**18/140.To consider and if though appropriate approve updated Standing Orders:** the briefing note and draft revised Standing Orders circulated with the agenda were discussed. One correction was identified. After discussion Cllr. Avery proposed and Cllr. Tregenza seconded a motion that the draft revised Standing Orders be amended to use gender neutral language (including the use of "Chair" in place of "Chairman") and to correct the error identified but that otherwise the draft revised Standing Orders as circulated be adopted by the Council. This was agreed.

**18/141.To receive a report on the recent meeting with ESCC Highways:** Councillors reviewed the report and discussed speeding, particularly on the A275 outside St Peter's School. The Clerk was asked to look into the cost of the speeding signs recently installed in Ardingly.

**18/142.To receive a report on the Sports Pavilion:** the Clerk updated Councillors on progress, and in particular with completing the few items of work outstanding. Councillors discussed the fitting out of the kitchen and noted that proposals are awaited from the Sports Club. The Clerk was asked to look into security. Councillors discussed in outline the future management and use of the Pavilion.

**18/143.To receive a report on the Neighbourhood Plan.** Cllr. Avery reported that the draft plan was nearly finished and he expected it to be received from the consultant shortly.

**18/144.To receive a report on the allotments and paddock in North Chailey and to agree actions to be taken:** Councillors considered a report prepared following a visit by four Councillors to the paddocks and allotments. Cllrs. Millam and Olbrich offered, as an interim measure, to cut back the encroaching undergrowth on the paddock behind the allotments and this offer was accepted. The Clerk brought Councillors up to date with movements in tenancies at the allotments. The two vacant plots would be offered to those next on the waiting list and he would approach ESCC about the trees on the eastern boundary. It was noted that Burnthouse Field was well maintained, although the position as regards the tenancy needed to be regularised.

**18/145.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**

Cllr. Lethem reported on progress being made in relation to the Horns Lodge Public House.

Cllr. Olbrich reported on the moves to sort out the equipment previously used by the Youth Club.

Cllr. Belcher reported on the arrangements for holding a further session on the use of defibrillators.

Cllr. Millam reported that he planned to clear the undergrowth in the car park at the Sports Pavilion during October, after the growing season had ended.

A brief discussion took place about the desirability of establishing a play area in Chailey. The Clerk was asked to contact Lewes District Council about the state of the play area in Mill Brooks.

A brief discussion took place about Chailey Chat and how the Council could interact with this without imposing significant time pressures on the Clerk.

Councillors confirmed that they had no objections to the hedge alongside the car park at the Five Bells Public House being reduced in height to say 1 metre.

**18/146.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998:** nothing to report.

**18/147.Confidential matters: to consider a resolution of 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:** Cllr. Avery proposed and Cllr. Lethem seconded a motion to exclude the press and public and this was agreed. Councillors discussed the works carried out at South Common and the Council's involvement with a local organisation.

**18/148.Date of the next meeting of the Full Council:** Tuesday 16<sup>th</sup> October 2018 at 7.30pm at the Reading Room, Chailey Green.

Signed: *Ken Jordan*  
Chairman

Date: *16<sup>th</sup> October 2018*