



Chailey Parish Council
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Minutes

A Full Council Meeting was held on Tuesday 22nd January 2019 in the Reading Room, Chailey Green, commencing at 7.30pm

Present: Cllr. K. Jordan (Chair)
Cllrs. P. Atkins, S. Avery, N. Belcher, M. Cornwall, E. Berry, M. Evans, M. Lethem and P. Olbrich.

Public present: none.

In attendance: S Treharne, Clerk to the Council.

19/001.Apologies for absence: Cllrs. J. Millam and J Tregenza

19/002.Declarations of interest: none.

19/003.Questions/comments from members of the public: none.

19/004.Items considered as a matter of urgency:

The King's Head, North Chailey: Cllr. Lethem agreed to speak on behalf of the Council at the meeting of Lewes DC's Planning Applications Committee on 30th January when the two applications for change of use are due to be considered.

Application for wayleave: the Clerk advised of an application received to place a junction box on what could be common land. It was agreed that the Clerk should continue discussions with the applicant.

19/005.To agree the Minutes of the Full Council meeting held on 11th December 2018: one amendment to minute 18/196 was proposed and agreed and the minutes were then approved and signed by the Chair.

19/006.To receive and if thought fit approve financial reports for December 2018: receipts for the month were £135 and payments totalled £2,530. Cllr. Cornwall proposed and Cllr. Avery seconded a motion that the financial reports be approved and this was agreed.

19/007.To consider a charitable donation in memory of a former Councillor and Chair of the Council: Cllr. Jordan proposed and Cllr. Lethem seconded a motion that a donation of £50 be sent to Alzheimers Research UK in memory of Mrs. L Waller, a former Councillor and Chair of the Council. This was agreed.

19/008.To review the Council's financial reserves as at 31 December 2018 and, if thought appropriate, to approve transfers between reserves: Councillors considered the schedule circulated with the agenda. The Clerk advised that he did not propose any transfers between reserves.

19/009.To consider and if thought fit approve the Council's budget for the financial year 2019/20: the Clerk presented his budget report and the detailed draft budget. The general approach taken was much the same as recent years with budgets under most categories being commensurate with 2018/19. One change proposed is the addition of a new category of expense called "Special Projects" which includes the remainder of the project to refurbish the Sports Pavilion and an amount of £2,000 by way of seed-corn money to fund the working up of two possible new projects, the crossing in South Chailey and play provision in Chailey. Overall, the estimated expenditure was £80,210, with sundry income estimated at £2,820. After discussion, Cllr. Evans proposed and Cllr. Avery seconded a motion that the draft budget be approved and this was agreed.

19/010.To set the precept for the financial year 2019/20: the Clerk referred to his report and to the approach which he had adopted. As in recent years he had identified the amount of the Council's net routine expenditure included in the budget (estimated at £62,893) and calculated the increase in the precept which would be necessary to ensure that this expenditure was matched by the amount raised by way of precept. He had also forecast the likely movements in the Council's reserves in order to estimate the level of the Council's general reserve at the end of the financial year 2019/20. The accepted yardstick is that the general reserve should equal around 50% of the Council's anticipated routine annual expenditure. Adopting this approach, the Clerk had calculated that a rise in the precept of around 8.5% would be required, which if implemented would provide income of £62,837 and give rise to a general reserve representing about 48% of anticipated routine expenditure.

Councillors considered the effects on both residents and the Council's finances of increasing the precept by incremental percentages. They recognised that it was desirable for expenditure to be matched by income and that any shortfall in a particular year could be hard to recover in subsequent years, leading potentially to a permanent decrease in reserves. It was noted that a 1% increase in the precept had the effect of increasing by about 44 pence the amount paid annually by a household in Band D for Council Tax purposes. After discussion, Cllr. Jordan proposed and Cllr. Lethem seconded a motion that the precept for 2019/20 be increased by 6% to £47.10p for a household in Band D for Council Tax purposes, raising in total £61,389. This motion was agreed.

19/011.To receive a report on defibrillator and CPR training: Cllr. Belcher reported on the recent session held. Fewer people had attended this time but he considered that a further refresher session should be held in due course. Councillors agreed and thanked Cllr. Belcher for his work in arranging this important training.

19/012.To receive a report on the Sports Pavilion: the Clerk advised that the final contract sum had been agreed with the contractor. This meant that about £3,800 remains in the budget. Councillors considered an email sent by the Clerk to the Chairman of Chailey Sports Club setting out the present position on a number of issues. They agreed that, once the Club has responded with the information sought, a meeting should be held to determine priorities, to agree where the remaining funds should be spent and to consider how other works that could not be paid for out of the budget might be funded.

- 19/013.To receive a report on report on possible projects (the crossing in South Chailey and play provision in the village):** the Clerk reported that he had heard from ESCC about the possibility of using some of the s106 monies on other projects, and in particular a crossing in South Chailey. ESCC have indicated that this would be possible and are locating the papers from the earlier feasibility study so that the requested up to date study can get under way.
- 19/014.To receive a report on the Neighbourhood Plan:** Cllr. Jordan reported that it was hoped that the finalised draft plan will be available for scrutiny by the Council in February.
- 19/015.To receive a report on traffic and other nuisance in Mill Lane, South Chailey:** the Clerk reported that he had contacted Lewes DC and ESCC (both planning and highways) about the nuisances being caused by the two sites in Mill Lane. Visits had been made to the sites and indications are that the situation has improved. Both Councils have been asked to ensure that the contractors comply with their obligations under planning consents and management plans.
- 19/016: To receive a report on and to consider future use of the paddocks owned by the Council:** the undergrowth in the paddock behind the allotments has been cleared. The fencing on the west side needs attention but much of the fencing adjoining the common is in good order. The Clerk will approach Chailey Heritage to discuss their interest. The Clerk reported that he was in correspondence with the tenant of Burnt House Field.
- 19/017.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**
- Cllr. Olbrich reported that there is a tree on Council land at Rowheath which is overhanging the road and which needs to be cut down. It was agreed that the Clerk would contact Treewise to obtain a quote for this work.
- 19/018.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.
- 19/019.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. Jordan advised that it was not necessary to consider a motion to exclude the press and public.
- 19/020.Date of the next meeting of the Full Council:** Tuesday 19th February 2019 at 7.30pm at the Reading Room, Chailey Green.

Signed: *Ken Jordan*
Chair

Date: *19th February 2019*