



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

**A Full Council Meeting was held on Tuesday 16<sup>th</sup> April 2019 in the Reading Room, Chailey Green, commencing after the meeting of the Planning & Environs Committee**

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

**Public present:** none.

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

**19/052.Apologies for absence:** Cllrs. J Millam and J Tregenza.

**19/053.Declarations of interest:** none.

**19/054.Questions/comments from members of the public:** none.

**19/055.Items considered as a matter of urgency:** none.

**19/056.To agree the Minutes of the Full Council meeting held on 19<sup>th</sup> March 2019:** the minutes were approved and signed by the Chair.

**19/057.To receive and if thought fit approve financial reports for March 2019:** Cllr. Evans proposed and Cllr. Atkins seconded a motion that the financial reports be approved and this was agreed.

**19/058.To receive a report on and if thought fit approve emergency expenditure incurred by the Clerk:** Cllr. Berry proposed and Cllr. Evans seconded a motion that expenditure of £150 plus VAT incurred by the Clerk in relation to a tree on Red House Common be approved and this was agreed. The Clerk was asked to contact Lewes DC about responsibility for trees on the Commons and to report back.

**19/059.To consider the results of the election of Councillors and to agree arrangements for co-opting to fill vacancies:** the Clerk reported the outcome of the uncontested election for the Council. There are three vacancies on the new Council and these should if possible be filled by co-option. The decision on co-option would be taken by the new Council at its first meeting, but the Clerk suggested that he should post notices in advance seeking expressions of interest. This was agreed.

**19/060.To agree arrangements and the agenda for the 2019 Annual Parish Meeting:** the draft agenda was considered and amendments agreed. The arrangements for the meeting were confirmed.

Initials:

Date:

**19/061.To receive a report on the Clerk's meeting with the Council's insurance brokers:** the Clerk reported that the Council would need to change insurers at the forthcoming renewal because the existing insurers no longer offer the cover required. The brokers would write to the Council with their recommendations. The Clerk outlined the actions he proposed as regards potential insurance claims and these were agreed.

**19/062.To consider correspondence with Southern Water:** it was noted that there appeared to be no planning or similar restrictions on the use of Warrs Hill Road by lorries entering or leaving the waste treatment works near Scaynes Hill. The Clerk was asked to refer the matter to ESCC Highways for their comments.

**19/063.To receive a report on report on projects in the Parish:** the Clerk reported that he had heard from ESCC who have indicated that they would be content for any s106 monies applied to the crossing in South Chailey to be used as part of a community match application. This could help significantly with funding the project.

**19/064.To receive a report on the Sports Pavilion:** the Clerk reported that he had not received an acceptable proposal from Chailey Sports Club which would allow the kitchen installation to proceed. After discussion it was agreed that the Clerk should explore the likely cost of the Council commissioning its own contractor to undertake the work. The Clerk is also waiting for confirmation from the Club on a number of other matters. He is trying to contact the main contractor so that the roof insulation can be moved temporarily to allow the agreed electrical works to proceed.

**19/065.To receive a report on the emerging Neighbourhood Plan:** Cllr. Jordan advised that the draft plan is now almost complete. It was proposed that the consultation under Regulation 14 would begin at the Annual Parish Meeting. Prior to this the Council would need to consider and if thought fit approve the draft and he proposed that this would be done at the Council's meeting on 14<sup>th</sup> May. The Clerk would circulate a copy of the draft plan to all Councillors. Any comments should be sent to the Steering Group before its next meeting on 3<sup>rd</sup> May so that these could be considered before the plan is formally considered by the Council.

**19/066.To note a press release issued by Lewes DC about a policy banning helium balloons and Chinese lanterns on Council owned land and to consider the introduction of a similar policy in Chailey:** it was agreed to defer this item to a future meeting.

**19/067.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**

Cllr. Evans reported on works required to the northern door at the windmill. A quote of £743 had been received and he proposed that this be accepted. This was seconded by Cllr. Belcher and agreed. Cllr Evans proposed that a working party be established to plan for the repainting of the windmill, probably in 2020. It was agreed that Cllr. Evans should lead the working party and that he would include others to assist as he deemed appropriate. The Clerk referred to a rocking top step on the ladder approaching the main entrance and Cllr. Evans agree to draw this to the attention of the Friends of the Windmill for urgent remedial action.

Cllr. Lethem reported that the AGM of Chailey Parish Hall would take place on 30<sup>th</sup> May.

**19/068.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.

**19/069.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 at this meeting to consider a motion that the press and public should be excluded from the meeting.

**19/070.Date of the next meeting of the Full Council:** Tuesday 14<sup>th</sup> May 2019 at 7.30pm at the Reading Room, Chailey Green.

Cllr. Jordan ended the meeting by thanking those Councillors who had not sought re-election (Cllrs. Atkins, Cornwall and Tregenza) for the work which they had done for the Council and the village.

**Signed:** *Ken Jordan*  
**Chair**

**Date:** *14<sup>th</sup> May 2019*