



Chailey Parish Council
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Minutes

A Full Council Meeting was held on Tuesday 18th June 2019 in the Reading Room, Chailey Green, commencing after the meeting of the Planning & Environs Committee.

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

Public present: two.

In attendance: S Treharne, Clerk to the Council.

19/100.Apologies for absence: none.

19/101.Declarations of interest: none.

19/102.Questions/comments from members of the public: the two members of the public spoke as recorded under minutes 19/109 and 19/110 below.

19/103.To consider a report from the Personnel Advisory Committee on the co-option of Councillors and if thought appropriate to co-opt up to three persons as Councillors: Cllr. Olbrich presented a report on the PAC's interviews with the four candidates who had expressed interest in being co-opted as members of the Council. The Committee's recommendation was that three of the four candidates should be considered for co-option to fill the current vacancies. After discussion, Cllr. Lethem proposed and Cllr. Millam seconded a motion that recommendations in the report of the Personnel Advisory Committee be accepted and that Martin Cornwall, Robin Penfold and Jo Tregenza be co-opted as members of the Council. This was agreed.

19/104.Items considered as a matter of urgency: the Clerk drew attention to correspondence and a report received concerning a proposed consultation by ESCC on the possible closure (in August 2020) of two schools in the County, including Fletching CE Primary School. Fletching School is in the same group of schools as St. Peter's CE Primary School in Chailey and a recent report suggests that any closure of Fletching School would impact on Chailey School. It was agreed that, at this stage, the Council should note the correspondence and report. The Council would at the appropriate time participate in any consultation process.

19/105.To appoint Councillors to Council Committees and to represent the Council on outside bodies and village and other organisations: it was agreed to defer this item to the next meeting in order that the three new Councillors could be involved.

19/106.To agree the Minutes of the Full Council meeting held on 14th May 2019: the minutes were approved and signed by the Chair.

19/107.To receive and if thought fit approve financial reports for May 2019: the Clerk explained the reports circulated with the agenda. Cllr. Avery proposed and Cllr. Belcher seconded a motion that the financial reports be approved and this was agreed.

19/108.To receive a report on the steps being taken (1) to recruit a Clerk and Responsible Financial Officer and (2) to identify a locum to fill any interregnum: Cllr. Jordan reported that it was not currently known how many applications had been received by SSALC for the full time position of Clerk and RFO. He also reported that he and Cllr. Olbrich had met a potential Locum Clerk who had been identified by SSALC and whom he and Cllr. Olbrich considered would be suitable for the role. The intention is that the Locum would attend the Parish Office for on average on hour a day to check emails and correspondence, liaising with Councillors as necessary. The cost would be £25 per hour. After discussion about the advantages and disadvantages of employing the Locum and/or the lady who currently helps in the absence of the Clerk, Cllr. Olbrich proposed and Cllr. Avery seconded a motion that the Council should employ the services of the Locum with support being provided on an as and when basis by the Council's current stand-in Clerk. This was agreed.

19/109.To consider information received from ESCC concerning the future management of Chailey Commons and to determine the Council's response: the Clerk explained that he had now heard from ESCC about moves to transfer its management responsibilities on Countryside Sites. A paper on future management had been issued recommending actions on a number of sites, but not including Chailey Commons where a decision had yet to be made. Mr Mawdsley, Project Manager at ESCC, explained the options for the Commons, which included carrying on as at present, albeit in the face of budget cuts, agreeing a transfer of management responsibilities to a suitable organisation and the establishment of a local charity by the landowners and other interested parties. He referred to the meetings with all interested parties in 2018 in which it had been recognised that the existing LHR agreement needs to be modernised in any event. A paper would be circulated by ESCC shortly. Councillors expressed some concern that the report that has been issued appears to transfer responsibility for making a decision on Chailey Commons to one person. It was agreed that following circulation of the forthcoming paper, it would be appropriate, as soon as practicable, to convene a further meeting of the interested parties to agree the next steps.

19/110.To receive a report on the Sports Pavilion: by agreement this item was moved up the agenda. The Chair of the Sports Club spoke to express his frustration that he had not been provided with details of the present position on the outstanding matters. He considered that this put him at a disadvantage when discussing the outstanding works.

The Clerk referred to an update which he had prepared for Councillors. The Club had fitted units in the kitchen and bar, and also new counter tops in the bar area, without the Council's consent and without regard to the Council's requirements as regards proper insurance being in place. As requested the Clerk had identified a fitter and obtained a quote for fitting the kitchen units. He had also obtained from the same contractor a quote for repairing the eastern door on the patio and fitting handles to all the external wooden doors. Cllr. Belcher proposed and Cllr. Olbrich seconded a

motion that the quotation of £276 for the work on the doors be accepted, and that an allowance of £100 be made for repair work that is now necessary to the western door on the patio. This was agreed.

The Clerk explained that that he had obtained a quotation from a plumber for fitting a sink in the kitchen together with associated water and waste pipework. Cllr. Olbrich proposed and Cllr. Berry seconded that the quotation of £390 plus VAT be accepted. This was agreed, and the Clerk was asked to identify a date for the work to start as soon as possible.

The Clerk explained that the electrical works had been carried out. An additional cost of £175 had been incurred to move the large amount of insulation in the roof void so that the electrical works could be completed. Cllr. Olbrich proposed and Cllr. Lethem seconded a motion that the Council should pay the additional £175 and this was agreed. The Clerk advised that the Cricket Club had been informed that the light requested in the mower cupboard would not be fitted, principally because to do so would need even more insulation to be moved. It had been suggested that a battery powered sensor light or similar would suffice.

The lack of hot water, including for showers, was discussed. The Clerk had held a preliminary discussion with the electrician who had suggested that the existing system (a tank and immersion heater) could be improved upon given the equipment now available. The Chair of the Sports Club suggested that the provision of showers was not high on the Club's list of priorities. It was agreed that the Clerk should convene a meeting to include the Club, the electrician and the plumber to discuss the options which are available given the requirements of current and potential future users of the pavilion.

The Clerk advised Councillors that after meeting the costs of the works now agreed and outstanding accounts, around £1,700 would remain in the reserve set aside for the refurbishment. This would most likely be insufficient to pay for all future works that have been identified as being necessary or desirable.

19/111.To consider what steps the Council should take in relation to traffic in the village (with an emphasis on managing the speed of traffic): Councillors discussed recent reports of accidents in the Parish. Cllr. Belcher advised that he had, in a private capacity, arranged a public meeting to discuss traffic and speeding in the Parish. His principal aim was to form an action group and he would report to the Council at a future meeting.

19/112.To receive a report on the provision of a crossing over the A275 in South Chailey: the Clerk reported that he has submitted the form asking for a feasibility study to be carried out into the installation of a crossing.

19/113.To receive a report on the Neighbourhood Plan and to approve the payment of travelling costs incurred by the Council's Consultant: Cllr. Jordan advised that the consultation under Regulation 14 would end on 28th June. The Steering Group would meet on 18th July to consider the comments received and, in order to retain momentum, he proposed to call an extraordinary meeting of the Council in August to agree the wording of the Plan. Cllr. Belcher proposed and Cllr. Evans seconded a motion that travel costs of £24.40 incurred by the Council's Consultant of be paid and this was agreed.

19/114.To consider a report on the windmill and if thought appropriate to agree works to be carried out: Cllr. Evans reported that the work on the back door had been completed. A hole had been found in the cap which was letting in rainwater and emergency work costing £75 to plug this had been carried out. Cllr. Belcher proposed and Cllr. Lethem seconded a motion that the additional cost of £75 be paid and this was agreed.

19/115.To consider a request for the Council to undertake pothole repairs in Mill Lane, North Chailey: the Clerk reported that he had received a request for the Council to repair potholes in Mill Lane, North Chailey. ESCC Highways had declined a request to undertake this work. Councillors agreed that the Council does not have the funds to undertake repairs of this nature. The Clerk was asked to write saying that the Council had no objections to the residents of St George's patching the road but that the Council should be informed in advance of the contractor to be used and their insurance arrangements.

19/116.To consider an email received concerning the Council's quarterly meetings with ESCC Highways and to determine the Council's response: proposed changes to the meetings between the Council and ESCC Highways were noted and Cllr. Evans agreed to help fix the timings of future meetings.

19/117.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations: Cllr Olbrich mentioned trees in Cinder Hill that would need work. He would pass details to the Clerk.

19/118.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.

19/119.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. Belcher proposed and Cllr. Avery seconded a motion that the press and public should be excluded from the meeting. This was agreed. Councillors discussed a report concerning matters relating to a local organisation, matters relating to recruitment and legal advice received by the Council.

19/120.Date of the next meeting of the Full Council: Tuesday 16th July 2019 at 7.30pm at the Reading Room, Chailey Green.

Signed:
Chair

Date:

Initials:

Date: