



Chailey Parish Council
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Minutes

An Extraordinary Full Council Meeting was held on Tuesday 3rd September 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 Cornwall, M. Evans, J. Millam,
P.Olbrich, R Penfold, J Tregenza

Public present: None

In attendance: B. Newell, Clerk to the Council.

19/141.Apologies for absence: Cllr M. Lethem

19/142.Declarations of interest: None.

19/143.Questions/comments from members of the public: None

19/144.To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.

- i) Two planning items have been received by the Clerk which require comment from the Council before the next scheduled Planning and Environs meeting due on the 1st October 2019. It was therefore deemed necessary to hold an Urgent Planning meeting on the 17th September to start at 7.30pm prior to the scheduled Full Council meeting.
- ii) Cllr Olbrich reported that at a recent meeting regarding the Sports Club, it was agreed that a new boiler would need to be fitted and to wire this in would cost £250.

Cllr Olbrich has since received a letter from Lewes District Council advising that there remain a few things which need to be signed off, one of which is an outside illuminating exit sign over one of the changing room doors. Cllr Olbrich has been advised by the Electrician that this will cost £100. It was proposed by Cllr Olbrich that payment be made for this and was seconded by Cllr Millam. All were in favour.

Cllr Olbrich went on to report that the Plumber has concerns about positioning the tank in the roof of the Sports Club; the tank is big and heavy and there are doubts that the roof could support it. The Plumber is suggesting that it goes in the changing room, which would be safer and to install it there would not incur extra costs. All agreed that this was sensible.

19/145.Chairman’s formal welcome and introduction of the new Clerk. Cllr Jordan introduced the new Clerk, Bettina Newell to the Council team.

19/146.To receive and if thought fit to approve the transfer of funds from the Parish Council elections May 2019 budget to the Annual Small Grants budget.

Cllr Jordan reminded the Council that the initial budget for the Small grants was set at £4,500. The total bids requested from organisations came to £7,900. It was agreed in the July Full Council meeting to pay grant money to Chailey Bonfire Society and Chailey Colts totalling £2,000. The remaining bids are now £5,900 and we have in the budget £2,500, thus leaving a shortfall of £3,400. Cllr Jordan therefore proposed that £3,400 be transferred from the Election budget. This was seconded by Cllr Evans.

Of note, Cllr Berry asked what the maximum amount is that we could give in grants and how it was calculated. Since the meeting, the Clerk has established that there are 2,369 on the electoral roll in Chailey. Section 137 for the year 2018/19 under the NALC website calculates figure per electoral head is £7.86. In the case of Chailey Parish Council Section 137 would not apply to the Council as it would significantly eat into the precept.

19/147.To reconsider agenda item 19/129 from July meeting and decide on the outstanding applications received for small grants.

It was proposed by Cllr Jordan and seconded by Cllr Avery that all grants requested are paid in full with the exception of St Peter’s Church which will be reviewed at the next Full Council meeting.

Therefore, societies who will receive grants from Chailey Parish Council in September are:

Applicant	Grant applied for in 2019 (£)	Comments
Chailey Brownies	200	
Chailey Rainbows	150	
Chailey & Newick Painting Club	200	
Chailey Evening Women’s Institute	400	
Chailey Commons Society	250	
Chailey Bonfire Society	1,500	Paid in July
Chailey Allotment Association	300	
Chailey Litter Pickers	150	
Field First Responders	200	
Chailey Outings Group	350	
Chailey Free Church (Messy Church)	300	
Rocket Rangers	600	
<i>St Peter’s Church, Chailey</i>	<i>2,500</i>	<i>Review 17.09.19</i>

Chailey & Newick Colts FC	500	Paid in July
Windmill Guide Unit	300	

There was some discussion from Councillors as to who the above organisations are and what they do, and that it might be nice if they come to a meeting next year and perhaps give a short precis on their organisations. Although it was acknowledged that it may be difficult for some to attend and space in the Reading Room would be limited.

19/148.To receive a report on costings of the new IT systems and associated training for the new Clerk. It had been noted by the previous Clerk that the IT facilities in the Council offices are slow and outdated. The new Clerk, prior to starting, researched IT equipment and gave a run down on the purchases and expenditure that she felt fitting for the job. Cllr Avery asked that she seek the opinion of the outgoing Clerk on the IT equipment purchased, whether it was suitable or not – which she duly did, and his comments were that the screen is too small, and he did not like the mouse. Other than that, he had no objections.

Item	Cost
Fusion 14.1 inch AMD A90B+Pro Windows 10	£249.97
Logitech K360 Wireless Keyboard	£ 29.79
Logitech M185 Wireless Mouse	£ 9.99
Logitech M185 Wireless Mouse (refund)	£ 9.99 -
Logitech M235 Wireless Mouse	£ 14.99
Office 365	£ 57.33
External Hard Drive	£ 50.36
Total:	£402.44

RBS, provided by Rialtas has been the suggested accounts package to be used in the Council Offices. Costings come to £641 which includes the first year annual support and maintenance and single user licence. Other Council offices use this system and it has good reviews. Proposal to adopt this package was proposed by Cllr Jordan and seconded by Cllr Olbrich.

19/149.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.

19/150.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: None

19/151.Date of the next meeting of the Full Council: Tuesday 17th September 2019 at 7.30pm at the Reading Room, Chailey Green.