



Chailey Parish Council
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Minutes

A Full Council Meeting was held on Tuesday 18th February 2020 in the Reading Room, Chailey Green.

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

Public present: Four.

In attendance: B Newell, Clerk to the Council.

20/025.Apologies for absence: Cllrs M Cornwall, P Olbrich, (J Tregenza)

20/026.Declarations of interest: None.

20/027.Questions/comments from members of the public: Four.

Mr Martin Nelham who attended the meeting for item 20/031

Mr & Mrs Allum, Mrs Elizabeth Copping who raised the following two matters:

- i) Teenagers are frequenting the bus stop at the Pump House, South Chailey and making a considerable mess. It seems that they are consuming alcohol and leaving their cans/rubbish in the bus stop. Mr Allum informed the Parish Council that LDC has very recently cleared the area, collecting half a skip of rubbish. Within a day or two, the bus stop was full of rubbish again. The maintenance of the bus stop is the responsibility of the Parish Council, Mrs Copping pointed out that there is graffiti inside the bus shelter and could do with being re-painted. The Parish Council have in the past spent money on the bus stop and are wary of spending more money if it gets trashed again. Apart from the mess, Mr Allum is worried that it is only a matter of time before one of young persons gets struck by a car. The Chairman, Councillor Jordan thanked Mr Allum for bringing this to the Parish Council's attention; he will contact the Police and Crime Commissioner and through her, request that the Police make frequent visits to the area. Cllr Jordan will also ask how far along the line Sussex Police are with the return of dedicated PCSO's back into villages. Subsequent to the meeting, Cllr Jordan has been in touch with the Police who are now aware of the situation and will take appropriate action.
- ii) Mr Allum informed the Council that the grounds of the Horns Lodge pub is now being used as a fly-tipping point, and he suspects that it is a drop off point for drugs. Mr Allum has emailed LDC about this but so far has not had a response. The Developer, Planet Properties has had the pub since May/June last year and so far has not done anything with it. Mr Allum felt that it needed to be fenced off. Unfortunately, because it is privately owned, there is little LDC can do about it unless structurally it poses a danger. Subsequent to this

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meeting, Cllr Jordan has advised the Police on this matter and has contacted Planet Properties. They are now aware and encourage worried residents to log calls to 101 if they are concerned.

20/028.Items considered as a matter of urgency:

- i) Cllr Jordan informed the Council that Katie Bourne, the Police and Crime Commissioner has in principle agreed to attend the Annual Parish Meeting on the 15th May. Nearer the time, Cllr Jordan will ask members of the Council to provide him with any issues that are relevant to the village for her to speak on.
- ii) The Clerk informed the Council that the Parish Notice board by the shop in South Chailey has broken and is no longer adequate to use. The Council see no point in repairing it, they suggest however, using the Community noticeboard in the bus stop layby near Mill Lane – Clerk to investigate. Cllr Millam offered to look at the damaged noticeboard by the shop to see if it is fixable and will report back at the next Council meeting.

20/029.To agree the Minutes of the Full Council meetings held on the 21st and 29th January 2020: The minutes were approved and signed by the Chair with one small amendment to item 20/006.

20/030.To receive and if thought fit approve financial reports for January 2020:
The receipts for the month of January were £555.00 (£180 of which had not cleared). Payments made for the month totalled £8,757.27. The Clerk explained that some payments had been recorded early on the accounts package and will therefore show on the February bank statement. Cllr Belcher proposed, and Cllr Avery seconded a motion that the financial reports be approved, and this was agreed.

20/031.To discuss the possibility of letting on a long-term agreement two paddocks owned by the Parish Council to Chailey Heritage School: Mr Martin Nelham, Estates Manager at Chailey Heritage School was present for this item. The School have had recent discussions with the Council on taking on a lease of two paddocks situated close to the School and owned by Chailey Parish Council. The paddocks have been unused for some time and the School would like to make use of the land for some of their animals. They are willing to invest approximately £15,000 in making the land good and in order to make this investment worthwhile, they would like a lease for 10 years with a break-clause at 5 years. This would give the Parish Council the option at 5 years to consider whether or not they wished to continue with the lease, giving a 6 or 9 month notice period if they wish to cease. Councillor Berry who has been leading on this project was of the opinion that the paddocks should be let to the School for the period of time specified by Mr Nelham with the 5 year break-clause. The Council will put in a Peppercorn rent of £50.00 per annum. Both lease and rent were proposed by Cllr Millam and seconded by Cllr Belcher, all in favour, motion carried forward. Clerk to liaise with Mr James Tillard in drawing up an appropriate lease.

20/032.To consider ideas for VE75 day submitted by village organisations:
Cllr Jordan at a previous meeting informed the Council that the Church are hoping to hold a memorial service on the evening of the 8th May. During this time, the Church will be undergoing some refurbishments and therefore will not be accessible. Since the meeting, the Village Hall has been booked on 8th May from 6.00pm to 8.00pm for a Memorial Service and light refreshments.

Chailey Bonfire society have approached the Clerk saying that they would like to organise a village picnic, with games and music on Chailey Green. They have asked

to use the Council's Public Liability insurance for the event. The Clerk has been advised by the Council's insurance company that this is not a viable nor legal action to take and that the Bonfire Society would need to buy their own insurance for the event.

The Council had some reservations about an event being held on the Green, considering it too small an area and possibly dangerous being close to the road. Cllr Millam suggested the Bonfire Society contact Mr James Tillard and ask to use the field by the Church carpark as a venue.

The Council are happy for the Bonfire Society to use the Reading Room free of charge, ensuring that it is left clean and tidy. The Council also advised that they hire a couple of portaloos. The Clerk will contact the Bonfire Society to inform them of the above and point out the refurbishment work that will be taking place at the Church during that time.

20/033.To consider expenditure of CIL money:

The Parish Council since 2017 have accrued £39,500 of Community Infrastructure Levy monies. The Council will receive a further £10,000 round about April from three developments. Technically, the money should be used in 5 years, this would take us up to 2022 by which time if unused, LDC could revoke. This is very unlikely to happen. CIL money can only be spent on things that provide or improve the infrastructure in the community, such as a crossing or play area. After discussion, Cllr Jordan summed up by stating that, although no formal decision had been taken in the absence of costings of the various possible expenditure items, the balance of opinion on the Council favoured spending a significant proportion of the available CIL money during the next financial year.

20/034.To receive, if available, an update on the Pedestrian Crossing at Mill Lane, and to consider the suitable options to fund the Crossing:

The Crossing at Mill lane, South Chailey is currently being reviewed as a feasibility study by ESCC. ESCC are unsure of the timescale but are approximating 6 to 8 weeks for conclusions to be drawn. Cllr Evans hoped that the Council would have ideas as to costs and will then be able to consider using money from Section 106, Community Match and/or monies from the CIL fund.

Cllr Berry reminded the Council that they are committed to two projects: Mill Lane Crossing and Warrs Hill Crossing. ESCC are holding approximately £135k in Section 106 monies (related to the New Heritage development). Money was set aside for a footpath from the New Heritage to the A275. Both ESCC and LDC Legal Advisers considered the Secretary of State would refuse permission as the footpath would run across Common land, and design work on the footpath was stopped. The money remains in-situ and ESCC have been looking at ways of implementing a pedestrian refuge in the centre of the A275. A plan has been received for this and the Council are now waiting for ESCC to cost it.

Cllr Evans is optimistic that the Council will have enough money (from S106, Community Match and CIL monies) to cover both crossings in North Chailey and South.

20/035.To consider possible Council funding for the following projects:

This item was raised by Cllr Evans – he asked the Council for their views and thoughts on the following:

i) Chailey Green

Cllr Evans drew attention to the need for an explanatory notice by the Queen's 90th Birthday Oak Tree.

Ideas were discussed to limit the parking on the layby of the road that leads to the Church carpark. This is owned by the Parish Council and appears to be used by residents who live on the Green. Whilst the Council do not wholly object to residents parking on the layby at certain times of the day, they do object to large vehicles, ie car transporters occupying the space. The layby is really for the use of those visiting the Reading Room and the Church. There was a great deal of discussion around this subject, ideas included issuing parking permits, undertaking repair work on the road and restricting parking, putting up signs, requesting payment to park.

There are numerous potholes on the road leading up to the Church. This road is believed to be owned by Highways. The Clerk will doublecheck on this. Cllr Millam in the meantime will contact Drive Point and ask for quotes on getting the road repaired. Bearing in mind that there will be refurbishment work to the Church (from April to July) it may be sensible to wait until this work has been completed before embarking on repairs to the road.

Cllr Evans said that there are pockets of Council owned land that is slowly being colonised. This subject could be addressed at a future Planning and Environs meeting.

ii) Rowheath

Suggestions in the past had been made on clearing the scrub at Rowheath which would enable youngsters to play in the area.

iii) Sports Ground

The Clerk informed the Council in Cllr Olbrich's absence that to install Dimplex fan heaters with time control in the Sports Pavilion will cost £392.48. Proposed by Cllr Berry and seconded by Cllr Millam, carried unanimously.

Summing up the discussion, Cllr Jordan said that the Council would consider these issues further once more detailed cost estimates were available.

20/036 To consider longer term future projects:

i) The North/South Link Path

From the Neighbourhood Plan, there was a suggestion to link north and south Chailey. This would require the services of a Consultant to look at and assess whether possible. To note, the option of the path following the road was investigated in the past but proved too costly. Action Clerk to contact SSALC to see if they know of a consultancy company who have done similar studies. If SSALC fail to provide names, the Clerk should approach Action in Rural Sussex. Summing up, Cllr Jordan said that these matters would be considered again at a future Council meeting once further information about costs was available.

ii) Play Areas

Cllr Belcher to look at the play area in Millbrooks. This has recently had repairs made by LDC.

iii) Windmill

To consider improving the Mill's facilities as a Rural Life Museum. Cllr Avery said that the contents are owned by the Council. To improve further the Rural Life Museum, funds would be needed to catalogue, sort and present the items, for example in showcases or under lighting. Renovating the Granary next to the Windmill to contain some of the Windmill contents could be explored - there may be grants available to help with this – possibly something that the Friends of the Windmill could investigate if interested.

iv) Telephone Box by the Swan

The Clerk has asked for a quote on fixing the door of the telephone box. Cllr Berry said that she would be happy to lead on developing as a book exchange facility.

20/037 To consider and if thought fit approve the renewal of the Licence to Occupy agreement for Chailey Sports Club.

The Licence to Occupy agreement for the Sports club expires next month. The Licence to Occupy is not a lease and can be terminated at any time. The Clerk proposed two variations to the existing Agreement – that is the rent of £40.00 be paid upfront in one go rather than periodically over the year. The second variation is that quarterly routine inspections are made by the Council to check on the state and condition of the premises. The Clerk asked the Council if they wished to rollover the Licence to Occupy or consider drawing up an official Lease. Councillor Penfold explained the difference between the Licence to Occupy and a Lease; with a Lease agreement, the Sports club would get property rights, but the Council would have greater rights of repair against the Sports Club. With the Licence to Occupy there are constraints on what we can put on the Sports Club. Cllr Penfold kindly offered to consult with the Solicitors to see how far we can go with the Licence Agreement before it becomes a Lease.

The Council, mindful that they have spent a considerable amount of money recently on the Pavilion, are determined that the occupiers should always in future keep the premises in a clean and tidy state. Whether the new arrangements take the form of a Licence to Occupy or a Lease, they must specify that the Sports Club lodge a deposit with the Council which will be used to pay for cleaning of the property if subsequent Council inspections finds its cleanliness or tidiness to be deficient.

20/038 To receive verbal reports from the Councillors on their area(s) of responsibility and/or on their involvement with village organisations:

Cllr Evans informed the Council that the next Highways meeting will be held on the 30th March at 10.30 in the Reading Room. If Councillors have anything they would like brought up at this meeting then they should speak with the Clerk. Cllr Jordan reported that the verge edges on Cinder Hill have been washed away in the recent bad weather, if having to pull over, there is a risk to vehicles' tyres and suspension.

Cllr Lethem had little to report on the Horns Lodge. Until a planning application has been put in there is little the Council can do. Some nearby residents have been in touch with LDC to ask if the building can be tidied up.

20/039. 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.

20/040. 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

20/041 Date of the next meeting of the Full Council: Tuesday 17th March 2020 at 7.30pm at the Reading Room, Chailey Green.

**Signed:
Chair**

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