



Chailey Parish Council
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Minutes

A virtual meeting of the of the Full Council was held on Tuesday 16th June 2020.

Present: Chair: Cllr. K. Jordan
Cllrs. S. Avery, N. Belcher, E. Berry, M. Cornwall, M. Evans, J Millam,
P Olbrich, R. Penfold, J. Tregenza

Public present: Jack Cranfield

In attendance: Mrs B Newell (Clerk).

20/100.Apologies for absence: Cllr M Lethem

20/101.Declarations of interest: None

20/102.Questions/comments from members of the public: None.

20/103.To consider and if thought appropriate, approve the Council's response to the Independent Examiner's detailed questions about the draft Chailey Neighbourhood Plan: Jack Cranfield, Chair of the Neighbourhood Planning Committee joined the meeting for this item.

Cllr Jordan informed the Council that Mr John Slater, Independent Examiner has made a visit to the village and has concluded that his examination will not need a public enquiry. He is now in the process of writing his report but cannot complete until he has received the Parish Council's answers to the questions that he addressed to both the Parish Council and Lewes District Council.

Jack Cranfield, along with Cllrs Jordan and Evans had put together a response to the questions, which had been circulated to the Council for feedback. Cllr Avery asked if there was an Archaeology Report as he was not aware of one, yet the report alludes to one; Jack confirmed that there is now one which he will attach to the comments. Submitting additional material at this stage to the process of the examination should not pose a problem, however it does need to be made clear that an Archaeology report has now been prepared and will be attached. Jack will circulate a copy of the report to Councillors for their information.

Cllr Avery commented that paragraphs had been numbered but 15 appears to be missing. Paragraphs 14 and 16 should be 14 and 15.

Cllr Evans pointed out that both the Character Appraisal and the Green Spaces are worth reading. The Council had no doubt that Mr Slater had access to both documents but confirmed that these documents would be emphasised in the introduction.

Jack commented that he could not find the Design report by Dennis Matthews on the website and asked if it could be added with the Archaeology Report. Cllr Avery mentioned that he made a precis version of Dennis' report and incorporated them in to the Character Appraisal – the expanded version should be made available if Mr Slater wishes to see.

To note, Cllr Jordan informed the Council that he had been copied in to an email from Thea Davis, Neighbourhood Planning Officer to Mr Slater informing him that LDC will not carry out a Habitat Regulation Assessment (HRA) screening as HRA work on the Local Plan Part 2 2020 screened out any likelihood of the Chailey Neighbourhood plan from having any significant effect on a designated site.

Cllr Avery proposed that modifications made in the document should be accepted by the Council and sent to Mr Slater. Seconded by Cllr Evans. All in favour.

At this point in the meeting, Jack Cranfield left the meeting, not before Cllr Jordan thanked him for all his hard work.

20/104. Items considered as a matter of urgency: The Clerk reported that the Parish Council will be receiving £10,000 in grant money under the Retail, Hospitality and Leisure Business Scheme.

20/105. To agree the Minutes of the Full Council meeting held on the 19th May 2020: The minutes were agreed as being accurate, proposed by Cllr Cornwall and seconded by Cllr Olbrich. All in favour. A hard copy will be signed off at the next face to face meeting.

20/106. Matters arising from May 2020 Full Council minutes:

- 20/079 Chailey Link Walk, repair of broken bench – Cllrs Millam and Olbrich will visit and assess repair situation.
- 20/081 Transfer of CIL monies to Active Saver – Clerk contacted Barclays. To transfer money from current account to Savers account would require writing letters to the bank or a signatory going to Barclays with ID. The Council agreed that for now it would not be a worthwhile venture to undertake.
- 20/087 Clerk has not had time to update Risk Management schedule.

Clerk working on assets check list document and will circulate once done.

Telephone box by Swan has not been insured because value is low. Clerk advised Council that should they wish to replace or re-site and use in the future, then they should consider that the cost of this would be in the region of £2,000 to £3,000.
- 20/088 Clerk has notified insurance company that there are 4 and not 3 defibs.
- 20/091 Clerk consulted insurance company on making a claim regarding the vandalism and subsequent repair work at the Sports Club. We would need to pay an excess of £250. Clerk advised not to make a claim for a relatively small amount.

20/092 A letter has been sent to Highways re the speeding survey report that came out of the Feasibility Appraisal.

20/107.To receive and if thought fit approve the financial reports for May 2020. There are four unrepresented cheques for this month. Total payments were £7,979.15. Total receipts received for the month were £1,130.86. Proposed by Cllr Tregenza and seconded by Cllr Evans. All in favour.

20/108.To continue discussions on the appropriate form of Agreement for the Sports Club: Cllr Olbrich informed the Council that the Sports Club have now received a grant from the FA for £5,000. This will be used to improve the pitches. Cllr Olbrich has asked the club to keep the Parish Council updated on the works that they intend to carry out.

The Sports Club have made requests for the following:

- A container, similar to the one at Rowheath. This would enable them to store bulky equipment. As this may be situated on Common land, the Clerk will check to see if planning permission is required.
- Barcombe Landscapes to cut the perimeter of the pitches because of intrusion of bracken. Clerk to seek quote.
- The FA have advised that the pitches are unsafe to play because of rabbit holes. The club will make good. The club have asked for rabbit fencing around the outside of the pitch. (Query if this would affect the cricket). Fencing may require planning permission, Clerk to investigate.

Cllr Penfold advised now that the Sports Club do not need to do anything on the tenure of the pitches, the short form agreement that he originally drafted and seen by Councillors should suffice. Clerk to finalise.

20/109.To consider Chailey Heritage Foundation's comments regarding the Lease for the two paddocks owned by Chailey Parish Council: The School have received and reviewed the tenancy agreement for the paddocks. They are not in complete agreement with the document and highlighted a few points which have subsequently been passed to the Council and Mr James Tillard to view. Mr Tillard has come back with comments. Rights of access need clearer definition; the Council accept that the School have a right of way over the official access. The Council suspect that the School are also requesting that should they need to move animals from their land on to the Council's land, that they may access this via the track that leads from the Allotments instead of going round the A272. This needs to be written into the Agreement. Clerk to liaise with both James Tillard and Cllr Penfold and request that an extra clause be put in to reflect this and that it has the option of being reversed later if necessary. Subject to this, the Council were happy with James Tillard's comments. Proposed by Cllr Avery, seconded by Cllr Belcher. All in favour.

20/110.Website – As from September 2020, the Public Sector Bodies Accessibility Regulations 2018 require that public sector bodies ensure that adjustments are made to their websites so that they are accessible to people with disabilities: The Clerk is hopeful that the website already meets compatibility. There may be an issue with the contrast of headings. The Clerk is by no means an expert on websites and has therefore forwarded this to Upperbridge Enterprises (the Council's website

developers) for their opinion. To note, Cllr Tregenza advised that a buff coloured or pale green background is helpful to those with dyslexia. Clerk to report back once she has heard from Upperbridge.

20/111.To continue discussions on the Mill Lane Crossing proposal: Costings for the proposed crossing in South Chailey remain out of reach for the Council. Cllr Evans would like to challenge Highways to see if they can produce something less expensive. The Council are keen for the involvement of the County Council in this matter and will contact Cllr Jim Sheppard to gauge his opinion, thereafter the Clerk will draft a letter to Highways asking them to justify the expense and request a less expensive alternative.

To note, Cllr Olbrich raised the issue of all the building work that has since started down Mill Lane ie the School, Gradwell End and the new disabled living accommodation; the Council wonder whether contributions towards the crossing could come from these developments.

There were divided thoughts about the crossing at Warrs Hill, North Chailey whether £85,000 of 106 monies would be good value for money to use on a traffic island.

20/112.To discuss site of VE Day bench: The Council have seen pictures of a bench similar to the one that Cllr Millam would like to give to the Parish. Cllr Millam would like a design that incorporates something more specific to the airfield that was in Chailey. Cllr Millam would like the bench sited near to the Memorial. Clerk to check on whether there are any constraints to this and whether the plot in question sits on a conservation area.

20/113. After the pandemic - how should the Council recognise outstanding services within the Community: Several Councillors have put forward ideas for party which recognises not just a few individuals but the whole community. To be further discussed as lockdown eases.

20/114.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations: Cllr Tregenza reported that she and Cllr Belcher did the Speed Watch today and will be reopening on Monday. They are logging more speeding vehicles since lockdown and noting some unsavoury gestures from some drivers. Abusive comments etc can be noted and passed to the Police. Cllr Berry asked if the Speed Watch could also be done by the King's Head or in that area as presently, especially at weekends there are noisy and speeding bikes using the road. Cllr Belcher to investigate. Cllr Millam reported that the 30mph speed sign that lights up on the A272 (Station Road) has been removed. Cllr Millam thought that the removal of the sign would contradict the efforts of the Speed Watch. Clerk to investigate with local PCSO.

Cllr Olbrich referred to Lawson Queay's letter. Cllr Olbrich consulted with Chrysalis Construction, the builders on whether the Health and Safety file that Lawson Queay's were referring to in their letter was a legal requirement for the Council to have. It is not. However, Chrysalis will put together a file for our records. Cllr Penfold said we should address Lawson Queay's allegations that the Council appear to have misused public funds. Council to challenge this point and close if Lawson Queay's withdraw the allegation. Clerk to seek advice if they choose not to withdraw allegation.

Cllr Olbrich is chasing the grant for CCTV that PCSO Nick Cox suggested for the Sports Pavilion.

Cllr Olbrich reported that Rowheath has been used a lot during lockdown. Unfortunately, the litter bin has not been emptied. Clerk to chase with LDC. There has been some vandalism to the hoop on the basketball, which was pulled off, this has now been put back.

Cllr Olbrich reminded Clerk to write to English Soap Company to thank them for the soaps and moisturizers given out to the village. Clerk has this on her to do list and will send Cllr Olbrich a copy.

Cllr Evans commented that Nick Harvey from Wivelsden farm, North Chailey will now be putting his cattle on the Common to graze. Details are on the Parish Council website. Cllr Evans also reported that Sankey's will start work on the Windmill in due course.

Cllr Avery asked that news items on the homepage be restricted and reserved to important matters.

Cllr Belcher reported on an area of the Memorial Common that local children are using and enjoying as a bike track. Cllr Belcher is of the opinion that the children are doing no harm. Unfortunately, there has been a complaint about this, therefore Cllr Belcher asked the Clerk if she could contact the local warden to accompany Cllr Belcher and inspect the area.

20/115.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None

20/116.Confidential information: None.

20/117.Next Full Council meeting: Tuesday 21st July 2020 at 7.30pm at the Reading Room, Chailey Green, subject to developments of the Coronavirus.

Signed:
Chair

Date:

Initials:

Date: