



Chailey Parish Council

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Minutes

A Meeting of Full Council was held on Tuesday 17th April 2012 in the Reading Room, Chailey Green, commencing at 7.50 p.m.

Present: Cllr. M. Evans (Chairman).
Cllrs.D. Cowan, J-P Ellis, S.Griffin, J. Millam, P. Olbrich, R.Trussell.

Public present: None

In attendance: V. Grainger (Clerk).

12/45. **Apologies for absence:** Cllrs. P. Atkins, D.Cranfield, J. Tillard, L.Waller

12/46. **Declarations of interest:** None.

12/47. **Questions from members of the public:** None

12/48. **Items considered as a matter of urgency:** Cllr. Millam raised one issue. The Chairman agreed that this should be debated under agenda item 12: Items for information and further discussion.

12/49. **To agree minutes of Full Council Meeting held on Tuesday 20th March 2012:** The minutes were **Agreed** and signed as a true record of the Full Council meeting held on 20th March 2012,(Council resolution 12/243).

12/50. **Period 2012/13 - items of additional expenditure to be considered**

The Council had received funds from the proceeds of the sale of St Mary's Church, as the Council had granted access rights to the property, which enabled the building to be converted to a dwelling. The Council had previously discussed additional expenditure for the period 2012/13 and beyond. A list of proposed projects had subsequently been circulated for consideration. Councillors were invited to comment on which projects should be prioritised to be undertaken in the near or medium-term. It was noted that the Council would approve the 2011/12 Annual Accounts and finalise the 2012/13 budget (including ear marked reserves), at the Council meeting to be held on Tuesday 22nd May. Cllr. Olbrich considered that support for Chailey Youth Group was a priority. It was commented that there were other groups who equally merited support. It was suggested that the total budget for community grants could be increased for 2012/13. It was commented that this might raise expectations that this amount would always be available.

The following potential projects were identified:

1. **Chailey Youth Group-** (Possibly a grant of £2,000 annually). It was stressed that there was a need to identify the best way to assist the Youth Group. It was suggested that Gemma Kybert should attend a Council meeting and explain the cost structure and programme of the Club. It was further suggested that the grant budget should be increased to allow additional funds to be allocated to other clubs such as Chailey Bonfire Society.
2. **Purchase of land for a playing are in South Chailey-** funds had been allocated in ear marked reserves for a play area. However, it was not evident whether a suitable land site could be found which would not cause noise/nuisance concerns to neighbouring properties.
3. **Playing fields and pitches; play area at Roeheath-** general improvement of playing pitches and an upgrade of play equipment at Roeheath was suggested.

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4. **Windmill repainting-** It was noted that the last repainting of the Windmill had cost in excess of £13,000. It was suggested that an amount circa £15,000 should be ear marked for future repairs and repainting. Councillors generally considered that this would be a sensible way of avoiding a major increase in Precept in a few years' time.
5. **War Memorial-** the lettering on the memorial needed refurbishing.
6. **Pump House, South Chailey-** This building was originally built to mark Queen Victoria's jubilee. It was planned to restore and refurbish the building
7. **Sports Pavilion** £30,000 had been ear marked for some time as a contribution towards the re-build of the Pavilion. It was considered that an additional amount could be added, if the project was eventually completed.
8. **Reading Room-** refurbishment of the Reading Room to create additional Parish Council storage space and repaint/repair the building as necessary.
9. **Broadband and website-** a project to improve the web site and communications/network with and for local businesses.
10. **Land holdings-** Commission a computer-based register of Parish Council land holdings.

It was **agreed** that this list (with any subsequent amendments and additions) should be finalised and the items prioritised at the next Council meeting.

12/51. **Reports from Council Representatives on Village Organisations:**

Chailey Sports Club-Cllr. Ellis reported that he had attended the recent Chailey Sports Club meeting. It seemed very likely that funding would be granted for the rebuild of the Sports Pavilion, more information would be available by the end of the year. Some new members had joined the Club and fund raising activities were being planned and sponsorship opportunities being explored. A representative from the Club would be attending the annual Parish Meeting.

Queen's Jubilee Celebrations- Cllr. Griffin provided an update on the Queen's Jubilee celebration programme. Full details would be included in Chailey News and posters were being produced and displayed in the following week. Although some details were still to be finalised the planned programme was as follows:

- Thursday 31st May-Chailey Crafters open day in the Reading Room 11.00 to 3.00pm
- Saturday 2nd June Jubilee Walk and Picnic Tea on Red House Common
- Sunday 3rd June Open Air Joint Church Service and tea at Chailey Green
- Monday 4th June Red White & Blue picnic at Roeheath
- Monday 4th June Lighting of a Beacon and ringing a peal of six bells at St Peters
- Tuesday 5th June Chailey Link Walk and barbeque at Sports Pavilion

Housing Needs Survey- Cllr. Trussell circulated a draft version of a Housing Needs survey for Councillors consideration.

Allotments- A letter had been received from allotment holders detailing the temporary repairs to the taps which had been completed by allotment tenants.

12/52. **Finance Report to Council**

i) Financial Summaries for March:

The financial report for March was circulated indicating a balance of £62,940.46 in Barclays Bank Community account as at 31st March, with two un-presented cheques totalling £782.53. The Halifax account had subsequently been closed and it had been intended to invest this on deposit with Lloyds Bank. Lloyds had since advised that a minimum investment of £50,000 is required for their Treasurers account. It was **resolved** that the balance of the Halifax account £25,216.71 should be paid into the Barclays Bank deposit account. Total expenditure for the year totalled £46,527.00.

ii) Approval of Expenditure: The list of payments for April was circulated and approved.

iii) Draft Annual Return 2011/2012- A detailed analysis of expenditure and revenues was circulated providing a comparison between the 2011/12 budget allocation and actual income and expenditure. The report indicated an estimated surplus of £5,462 to add to general reserves, excluding the proceeds received from the sale of St Mary's. Including all income received the closing cash figure as at 31st March 2012 was £138,157.17. The final financial return would be presented for approval at the next Council meeting.

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12/53. Arrangements for Annual Parish Meeting

The Annual Parish Meeting was to be held in the Parish Hall on Monday 23rd April starting at 7.30 p.m. Refreshments were to be served and the Clerk and Cllr. Olbrich agreed to purchase refreshments and disposable glasses etc. Councillors agreed to help set out the room before the start of the meeting.

12/54. Review of Financial Regulations

The Clerk advised that she was reviewing the Council's financial regulations and had circulated the first sections which had been completed. The current regulations were rather lengthy and the aim of the review was to ensure that the sections were still up to date and relevant. It was **agreed** that Cllr. Cranfield as the appointed Councillor for financial matters, should review the completed document which would then be presented for approval with any recommendations.

12/55. Correspondence for noting and response:

The listing of correspondence received was circulated and noted.

- A letter had been received from St George's Management, regarding the maintenance of Mill Lane, North Chailey. There appeared to be no record of an agreement to maintain the Lane.
- Notification had been received from ESCC about the diversion of footpath Chailey 13b at Roeheath. The Clerk had displayed the required order and notice on the Parish notice boards.
- Correspondence had been received from the Sports Club concerning Highways works vehicles being parked in the Sports Club car park; with a suggestion that there could be a request to fill pot holes of the car park. It was noted that the vehicles were parked temporarily and were completing essential works.

12/56. Items for information and further discussion:

- Cllr. Millam raised the issue of the traffic chicanes installed at North Chailey and enquired whether these would be permanent. There was also a cattle grid across only part of the road by the Heritage site, which would seem to be ineffectual. It was confirmed that Lewes District Councillor Sharon Davy and Chailey Commons Management committee had been notified of noise nuisance by those residents living near to the grids, caused by traffic passing over the cattle grids. The committee had been seeking ways to reduce noise levels. ESCC Highways had recorded speed/noise levels prior to the installation of the chicanes and were currently monitoring noise levels; working towards a final solution. The indications were that some chicanes would be retained, but no final decision had been made.
- Cllr. Ellis raised the issue of the advertising board outside the Kings Head, North Chailey The Clerk confirmed that this had been reported to ESCC enforcement officer and advised that she would follow this up to ascertain what action could be taken.

12/57. Risk Implications: None

12/58. Implications to Crime and Disorder Act 1998 Section 17: None

12/59. Date of next meeting of Full Council: 22nd May 2012 at 7.30 p.m. Annual Parish Meeting 23rd April 2012.

The meeting closed at 9.15 pm.

Signed:

Chairman

Date:

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Date: