



**Chailey Parish Council**  
**www.chailey.org**

**Minutes**

**A virtual meeting of the of the Full Council was held on Tuesday 15<sup>th</sup> September 2020.**

**Present:** Chair: Cllr. K. Jordan  
Cllrs. S. Avery, N. Belcher, E. Berry, (M. Cornwall for part of meeting)  
M. Evans, J Millam, (P Olbrich for part of meeting) R. Penfold, J Tregenza.

*The Chairman at the start of all virtual Full Council & Planning meetings will ask Council members to declare if there is anyone present in their homes who can see and/or hear the meeting in progress. It is the Councillors' responsibility to make this information available to the Chairman and the Clerk.*

**Public present:** Jack Cranfield

**In attendance:** Mrs B Newell (Clerk).

**20/145.Apologies for absence:** Cllr M Lethem

**20/146.Declarations of interest:** None

**20/147.Questions/comments from members of the public:** None.

**20/148.Items considered as a matter of urgency:** Cllr Tregenza reported on a family living in the vicinity who have been unable to return to Australia because of Covid. The family are anticipating returning in November all being well. The children are attending local schools, two of the children being at Chailey Secondary School. The School have asked Cllr Tregenza if the Council would be able to assist in paying for school lunches during their stay. Rough calculation of costs would be approximately £30.00 for approximately 12 weeks term time. Clerk to investigate under S137 and to be brought back to October's Full Council meeting.

**20/149.Discuss responses made by Cllrs Lethem, Jordan and (Jack Cranfield, Chair of the NHP Steering Group) to the Government's White Paper on The Changes to the Current Planning System.** Cllr Jordan prior to the meeting had prepared and circulated his responses to the Council on this section of the White Paper.

Cllr Evans suggested that the first paragraph in Cllr Jordan's responses be made clear that the document is from Chailey Parish Council. He also suggested:

Q2 (In the stock element of the baseline, do you agree that 0.5% of existing stock for the standard method is appropriate) be answered as strongly as possible.

Q8.ii Negotiation between a local authority & developer (*Please refer to Consultation paper for question*) The basis of the Governments report is that local District Councils

will be abolished, therefore will there even be a local authority to negotiate with? If there is, then Cllr Jordan's response is applicable.

Q14. (Do you agree with the approach of allowing a small proportion of market housing on first Homes exception sites, to ensure site viability?) be answered as "yes" with subject to design considerations.

Jack Cranfield noted Q35 had not been answered ( In light of the proposals set out, are there any direct or indirect impacts in terms of elimination unlawful discrimination, advancing equality of opportunity and fostering good relations on people who share characteristics protected under the Public Sector Equality Duty?) He thought the response should be no.

The Council on the whole were satisfied with Cllr Jordan's answers to the Consultation Paper's questions but he asked that if the Council had any comments to make that they let him and the Clerk have them by the end of the following day (16/09).

The Clerk confirmed with Jack Cranfield that the responses to the other two Government White Papers need to be prepared by the 6<sup>th</sup> October where they will be discussed at the Planning Meeting. At this point, Jack left the meeting not before being thanked for his participation by Cllr Jordan.

**20/150.To agree the Minutes of the Full Council meeting held on the 21<sup>st</sup> July 2020:**

The minutes were agreed as being accurate, proposed by Cllr Olbrich and seconded by Cllr Belcher. All in favour. A hard copy will be signed off at the next face to face meeting.

**20/151.Matters Outstanding from June 2020 Full Council minutes:**

- Chailey Link Walk – bench remains unrepaired. Cllrs Millam and Olbrich to look at when they have time.
- Telephone box by Swan – Clerk has spoken with Chippy Minton who confirmed that he has the broken door to the telephone box and due to a heavy workload will not be able to repair the door for several months.
- Sports Club request to put up rabbit proof fencing and storage container – this is with LDC, Clerk should hear by the 23<sup>rd</sup> Sept on the outcome and will advise the Council.
- VE Bench – Cllr Millam has paid for the bench and is now waiting for delivery.

**20/152. Matters Outstanding from July 2020 Full Council Minutes:** The Clerk had none to report.

**20/153.To receive and if thought fit approve the financial reports for July and August**

**2020.** Closing balance in July was £107,854. The Clerk confirmed that she had received the grant monies of £1,000 from Sussex Police to be used for security at the Sports Club. The second half of the precept was received in August, making the closing balance stand at £135,786. The Clerk reported that there were a few uncashed cheques, mostly small grant applications. The Clerk also confirmed that the unused Neighbourhood Grant funding money (£2,334) has now been returned.

Finances for both July and August were accepted and proposed by Cllr Tregenza and seconded by Cllr Belcher. All in favour.

**20/154.To Consider Chailey Heritage Foundation's latest comments regarding the Lease for the two Paddocks owned by Chailey Parish Council.**

Before the Summer holidays, the School's Solicitors raised the issue that as the School wished to use the land for equestrian grazing, there was a risk that the tenancy and the use of the land would not meet the requirements of the Agricultural Tenancies Act. The Clerk liaised with James Tillard on this matter who explained that the best solution would be to expand the permitted use of the land to allow horse grazing. The School have since confirmed that they are satisfied with the proposed change. The Council therefore accept this amendment to the agreement and the Clerk will notify Mr Tillard. Proposed by Cllr Berry and seconded by Cllr Belcher. All in favour.

**20/155.To receive and update on the progress of repairs to the Windmill and to consider a quote received from Chippy Minton to repair steps to the entrance of the Mill.**

Cllr Evans explained that the two lower steps of the Mill are unstable, Chippy Minton has quoted £175.00 to replace them. Accepted and proposed by Cllr Cornwall and seconded by Cllr Belcher. All in favour.

Outstanding is payment for the work done on the Mill in the summer. There are a couple of small amounts that the Council will query. Cllr Evans reported that the hole in the cap has been repaired but necessitated in renewing some of the rotten beams. It was also noted that the fantail was rotting and would be a danger if it fell. It was agreed at that time to carry out these urgent repairs which required the use of a crane and high-rise platform. The Mill was also washed down with a fungicide wash.

The Clerk has received two separate invoices (one to be queried). The Council agreed to pay for one of the invoices at £16,972.80 for work done to the fantail. Proposed by Cllr Cornwall and seconded by Cllr Belcher. Six in favour, two abstentions.

For any future repairs to the Mill, that require Council money, it was agreed that a member of the Council should oversee any works.

The Windmill remains a costly issue. The Council are fully aware of their obligations to maintain and preserve this building. There have been discussions in the past on finding alternative methods of funding the Windmill but due to time constraints, none have been found. Cllr Evans kindly offered to provide a report on the Mill, the costs of running and the history of the lease which he will present at a future meeting.

**20/156.To receive an update from the Chairman on the resignation of Mike Berry from the Board of Trustees of the Andros Alms Houses.** Cllr Jordan formally announced the resignation of Mr Mike Berry and took the opportunity to thank him for his diligence, hard work and commitment to the role.

**20/157.To nominate a successor to Mike Berry on the Board of Trustees of the Andros Alms Houses:** The Clerk reported that she had received an email from Mr Peter Impey who wrote to enquire if there were any suitable roles where he could serve in a voluntary capacity. Mr Impey is retired but keen to stay active and use his skills and experience which is mostly in finance with a particular interest in social housing. Cllr Jordan confirmed that he has met with Mr Impey and considered him to be a very suitable successor to Mike Berry and recommended to the Council that he be

appointed as a nominee to the Board of Trustees. Proposed by Cllr Evans and seconded by Cllr Tregenza. All in favour, one abstention.

**20/158.To consider the re-appointment of Steven Brentnall, Internal Auditor for the current year's accounts:** It was proposed by Cllr Evans and seconded by Cllr Berry that Steve Brentnall continue as the Council's Internal Auditor.

**20/159.Update on the Government legislation to Parish Council Websites:** The Clerk confirmed that she had completed the Accessibility Statement for the website some weeks ago which was circulated to Council members. The Statement is now with Upperbridge Website Developers who are making final adjustments to it so that it is available on the website. There will be a charge of £50.00 + VAT for this. Upperbridge have also advised that it would be sensible for the Council to have an SSL certificate which encrypts the information flowing between a client accessing the website and the server on which the website is hosted. Cost would be £35.00 per annum and £30.00 to install. The Council agreed that this was acceptable, proposed by Cllr Avery and seconded by Cllr Evans. All in favour, one abstention.

To note Cllr Tregenza has concerns about Councillors' personal details being on the website leaving them vulnerable to identify fraud. Clerk to seek advice from Website developer.

**20/160.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**

Cllr Olbrich: Cllr Olbrich will meet with PCSO Nick Cox in due course to discuss how we can improve security measures at the Sports Club with the grant money. Unfortunately, there have been a few but minor vandalism acts.

Cllr Belcher: Reported that the Chailey Commons Society will be going on zoom shortly to hold meetings and lectures. Further details of this should be available in the Parish magazine.

Cllr Evans: Anticipates a Highways meeting on the 21<sup>st</sup> September at 10.30am. We hope to hold this meeting by Zoom. Items on the agenda are Mill Lane / A275 project and the Warrs Hill crossing project. Cllr Evans will distribute the document to the Council that he has produced (and to be published in Chailey News) on the Mill Lane junction project informing and requesting comments from residents.

Cllr Berry: Reported that she met with the Neighbourhood First representative from Lewes District Council to view Frogs Hole. Lewes will write to the owner. Some members of the Parish Council have already spoken with the owner about this. The Council are concerned that there are some unstable structures on the land which if collapse could fall on a passer-by. Parish Council to write and warn.

Cllr Tregenza: Reported that there have been significant increases in speeding during the Speed surveillance. There were 55 cars doing over 40mph in the hour that was surveyed. Letters have been sent to 7. Speeding remains a problem.

Cllr Cornwall: With the onset of Autumn, time is running out to organise an Open day event at the Sports Pavilion. This has now been further compounded with the new restrictions.

Cllr Cornwall warned of a recent spate of thefts in the area, expensive machinery has been stolen. Parish members are encouraged to be vigilant, lock things away and secure doors. Clerk to put something in the Parish Magazine.

Cllr Avery: To provide a written piece for the Parish Magazine on recent and sophisticated scamming activity that villagers should be aware of.

Cllr Millam: Reported that he and the Clerk visited Noven Farm, North Chailey. The owner recently reported trees coming down along her boundary from the Common on to her land and damaging some of the fencing. She would like them removed. There is also a tree on the access road which has fallen from the Common but wedged on opposite trees. The owner is worried that if it were to come down it would prevent access. Cllr Millam suggested that the trees be logged and cleared by a local resident who has the equipment to do this. There would be an outlay for fuel for cutting up the trees. The Council were happy for this to go ahead. Cllr Millam to investigate.

Cllr Millam and the Clerk also visited the footpath behind the café in North Chailey. A complaint has been made about tipping of garden rubbish on the path. There was nothing of any significance noted by Cllr Millam nor the Clerk when they visited.

Cllr Millam reported that vegetation growing out from Neals Farm is blocking the view of vehicles coming out of the junction on Warrs Hill road, looking right on to the A275. This has been reported to the owner.

Cllr Millam reported that there are some trees at the end of Mill Lane in North Chailey that may come down in strong winds. Cllr Millam and Cllr Olbrich to look and assess.

**20/161.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None**

**20/162.Confidential matters: None.**

**20/163.Next Full Council meeting: Tuesday 20<sup>th</sup> October 2020 at 7.30pm at the Reading Room, Chailey Green, subject to developments of the Coronavirus.**

**Signed:  
Chair**

**Date:**