



Chailey Parish Council
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Minutes

A Meeting of Full Council was held on Tuesday 15th April 2014 in the Reading Room, Chailey Green, commencing at 7.57 p.m.

Present: Cllr. D. Cranfield (Chairman).
Cllrs. P. Atkins, S Avery, M. Evans, K. Matthews J. Millam,
P. Olbrich, J.Tillard (part)

Public present: Two.

In attendance: V. Grainger (Clerk).

14/47. Apologies: Cllrs. D. Cowan, J-P Ellis, S.Griffin.

14/48. Declarations of Interest: None.

14/49. Questions/ Comments from members of the public: Representatives from Chailey Commons Freeholders attended the meeting to express their concerns about the proposed changes to the Chailey Commons Local Nature Reserve (LNR) agreement. The progress of the proposed changes to the agreement had been included as an agenda item for discussion. It was **agreed** that this item would be discussed at this point in the meeting. The proposed agreement had been previously presented by Mr Fathers and Mr Cordery of East Sussex County Council for comment. The main concern expressed was that Lewes District Council would not be party to the new agreement. It was commented that LDC should take a more active role in fulfilling their responsibilities under the scheme of regulations, which covered aspects such as collection of litter, fly tipping, traveller encampments. The present LNR agreement was open ended; whereas the proposed agreement would have an end date, the concern in this respect was the lack of clarity as to the position when current funding ran out. Cllr. Evans commented that the Parish Council had been concerned about the lack of inclusion of the volunteer element in the proposed agreement. After further discussion it was agreed that the Council would write to Lewes District Council requesting a meeting of relevant Officers, in order to clarify the points raised. In addition it was confirmed that a letter would also be sent on behalf of the Commons Freeholders.

14/50. Items considered as a matter of urgency: None.

14/51. To agree minutes of Full Council Meeting held on Tuesday 18th March 2014. The minutes were **Agreed** and signed as a true record of the Full Council meeting held on 18th March 2014 (Council resolution 14/309).

14/52. Reports from Council Representatives on Village Organisations: No reports were made.

14/53. Review of refurbishment of Parish Assets:

i) Chailey Windmill

The Windmill had suffered damage during the recent storms; there had been damage to the fantail and cap of the Mill. In addition a report on the insect infestation had been sought.

The insect infestation works were unanimously agreed, the expenditure being £1,290 less 15% discount on labour costs. Works could be started on 22nd May- (subject to confirmation).

Enquiries had been made as to the suitable materials for the fan tail repair. The platform required for the repair of the cap of the Mill could also be used for the fantail repair at the same time, thereby reducing costs. Both repairs were considered urgent, as the damage to the cap was allowing the ingress of water. The repairs to the Windmill fantail would be covered by the Council's insurance. Cllr. Olbrich proposed that the repairs should be completed as outlined, following confirmation with the Conservation Officer that the proposed materials were acceptable; this was seconded by Cllr. Evans and unanimously **agreed**.

ii) Basketball Net at Rowheath- Cllr. Olbrich advised that he had received a further quote for the ground works/surfacing for the basketball net- a reduction of £300 on the previous quote. The cost would be £4,650. Cllr. Olbrich proposed that the expenditure should be agreed, Cllr. Cranfield seconded the proposal and the expenditure was unanimously **agreed**.

14/54. Financial Reports to Council

i) Financial Summaries for March:

The financial reports for March had been circulated indicating a ledger balance at the end of March of £33,390.53 for Barclays Bank community account. There were four un-presented cheques totalling £1,462.11 outstanding. The Barclays deposit account balance was £100,567.77. Total expenditure to date was £77,881.85 and the current operating surplus was £66.

ii) Approval of expenditure: The list of payments for April was noted and approved.

iii) 2013/2014 expenditure - A report indicating 2013/14 actual expenditure compared to the budget allocation was presented. It was confirmed that the closing financial position was slightly less than the year start total of £134,076.00, being £133,958.30 for financial year 2013/2014. However, the total income received figure included an insurance cheque for repair of the damaged bus shelter (the replacement should be completed by June).

14/55. Appointment of Internal Auditor:

The Council expressed satisfaction with the Internal Auditor's work. There was nothing to add to the current schedule of inspection, although this might be subject to change due to new financial regulations and a change to the Council's financial software package. Cllr. Millam proposed that the Auditor Mr S Brentnall be re-appointed as the Council's Internal Auditor; this was seconded by Cllr. Cranfield and unanimously **agreed**.

14/56. Arrangements for Annual Parish Meeting

Councillors discussed the format for the Annual Parish Meeting to be held on 28th April at the Parish Hall. A draft agenda had been circulated, together with notes on the work shop exercise. Councillors agreed to assist with the various practical tasks.

14/57. Items for Information and Future Discussion

Cllr. Cranfield reminded Councillors that a new Chairman for the Council would need to be appointed at the May Council Meeting.

14/58. Correspondence for Noting and Response:

- A request had been from Mr A Meadows regarding the production of Chailey News. The costs of producing Chailey News had increased and the

request was for an additional £500 donation. Currently, the Council contributed £2,000 towards Chailey News on the understanding that the

that the first instalment should be increased to £1,250 (from £1,000) and the situation regarding the reduction in advertising be reviewed later in the year when the second instalment was due.

14/59. Risk Implications including Crime and Disorder Act 1998 Section 17: None

14/60. Date of next meeting of Full Council: The date of the next meeting was confirmed as Tuesday 27th May 2014 at 7.30 p.m. The Annual Parish Meeting was confirmed as Monday 28th April at The Parish Hall. The meeting closed at 9.59pm.

Signed:

Chairman

Date:

Initials:

Date: