



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

**Minutes**

**A Meeting of Full Council was held on Tuesday 18<sup>th</sup> February 2014 in the Reading Room, Chailey Green, commencing at 7.30 p.m.**

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

**Public present:** None.

**In attendance:** V. Grainger (Clerk).

**14/16. Apologies:** Cllrs. P. Atkins, D. Cowan, J-P Ellis, S.Griffin, J. Millam.

**14/17. Declarations of Interest:** None.

**14/18. Questions/ Comments from members of the public:** None.

**14/19. Items considered as a matter of urgency:** None.

**14/20. To agree minutes of Full Council Meeting held on Tuesday 21<sup>st</sup> January 2014.**  
Subject to the amendment of the spelling of Rowheath (from Roeheath); the minutes were **Agreed** and signed as a true record of the Full Council meeting held on 21<sup>st</sup> January 2014 (Council resolution 14/305).

**14/21. Reports from Council Representatives on Village Organisations:**

- **Chailey Youth Group** – Cllr. Olbrich mentioned that the youth group were seeking additional funding streams for future financial support of the Club.

**14/22. Proposal for extension of 50mph speed limit on A272:**

The proposal to extend the 50 mph speed limit on the A272 had been received from Mr M Higgs, ESCC Senior Road Safety Officer. The information had been circulated to Councillors, together with a plan indicating the extent of the limit. The suggested change would reduce the speed limit to 50 mph, from the existing 60 mph national speed limit. Councillors were unanimous in their support for the scheme. It was therefore **resolved** that the Clerk would convey the Council's agreement of the change to Mr Higgs.

**14/23. Consideration of proposed changes to Chailey Common LNR Management Agreement:**

Mr S Fathers (ESCC Rights of Way & Countryside Maintenance Team Manager) had forwarded details concerning proposed changes to the Chailey Common Local Nature Reserve agreement. Mr Fathers had offered to meet with Councillors to clarify the information provided and answer any questions they might have. Councillors agreed that they would like to meet with Mr Fathers at a date to be arranged. Councillors also listed other consultees who should be in agreement with any changes. The Clerk was requested to arrange a meeting for future discussions at a mutually convenient date and time.

i) **Financial Summaries for January:**

The financial reports for January had been circulated indicating a ledger balance at the end of January of £32,883.97 for Barclays Bank community account. There were no un-presented cheques outstanding. The Barclays deposit account balance was £100,567.77. Total expenditure to date was £71,840.82 and the current operating surplus was £1,328.

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

iii) **Draft 2014/2015 budget and precept setting-** A report of 2013/14 actual expenditure compared to the budget allocation was presented, together with a suggested revision of ear marked reserves. It was anticipated that the closing reserves figure at year end would be less than the year start total of £134,076.00. It was **agreed** that the position would be reviewed again at the financial year end.

14/25. **Review of refurbishment of Parish Assets:**

i) **Repair of Damage Community Notice Board Mill Lane, South Chailey**

The Clerk reported that the notice board attached to the brick bus shelter at Mill Lane had been damaged, at the top of the board and the front cover. There had also been difficulties with the key and the back pin board. A replacement board of similar type had been sourced at a cost of £248.70 plus fixings (a total of £299). The Council **agreed** that the board should be replaced and the expenditure was **agreed**.

ii) **Damaged Bus Shelter at Mill Lane** The glass panelled bus shelter at Mill Lane, South Chailey had been demolished by a motor vehicle. The Clerk had notified the Insurance Company who required two quotations for a replacement. One quotation had been received but this was of a different style. It was **agreed** that the shelter should be replaced with a similar type. The Clerk would therefore seek further quotations and pursue the Insurance claim for the reimbursement of the costs.

iii) **Damage to Windmill-** The fantail to the Windmill had been damaged in the recent storms. The Council had also received two quotations for the treatment of beetle infestation in the roofing timbers. The inspection of the timbers had also revealed that the roof of the Windmill cap was leaking. The cause of the leak appeared to be a missing or damaged piece of weatherboarding near the apex of the sails. This repair would require the use of a hydraulic access platform. It was **agreed** that enquiries would be made to ascertain if the fantail could also be repaired whilst the access platform was in situ.

14/26. **Rowheath Common:**

- **Archaic Grassland Fungi Survey:** The Council had received a survey on Old Meadow Fungi in Mid Sussex and SE Surrey Wealds, completed by Mr David Bangs. The report included mention of the survey of Rowheath Common, which was found to be one of five sites of regional importance. Rowheath Common was the last fragment of the long-enclosed Rowheath and Cinder Commons and had been found to support the rare Fibrous Waxcap fungi. On the south side of the common flowering plant flora included the scarce heathy species; Heath Grass and Spring Sedge, Tormentil and Heath Bedstraw. The northern side of the common had a different meadow plant community; including Meadow Buttercup, Ox Eye Daisy, Common Sorrel and Common Spotted Orchis. Mr Bangs had made some suggestions in terms of the regularity and timings of grass cutting in order to support plant and fungi growth.
- **Rowheath Village Green:** It was noted that Rowheath had been registered by the Parish Council as a Village Green in accordance with the Commons Act 2006. To qualify for Village Green status a significant number of local residents had to have indulged as of a right in lawful sports and pastimes on the land for a period of at least 20 years.

play area by installing football nets; and the regular grass cutting regime had supported the growth of fungi and flowering plants.

- **Installation Of Basketball Net:** The Council had previously discussed the proposal to install a basketball net/area which could be used by young people, in particular those attending the Chailey Youth Group. Councillors had considered Mr Bangs' report and were of the view that a balance needed to be maintained between the continued use of the green as an informal sports and pastimes area; whilst preserving the rare plant and fungi present on the site. It was proposed that the installation of the basketball net should go ahead ensuring that the site chosen had no impact on the plant species present. In addition the Council would liaise with its contractors to amend the grass cutting schedule in line with Mr Bangs' suggestions.

The cost of the basketball equipment, plus delivery was £1,989; and the installation of the base and ground work was £2,100. Other equipment suppliers had been researched and this was the quotation found to be the most competitive from a reputable company. (Total cost £4,089.00). The Council had previously allocated earmarked reserves of £4,500 for Play equipment.

Cllr. Olbrich proposed that the Council should agree the installation of the basketball net and the associated expenditure. This was seconded by Cllr. Tillard and unanimously **agreed**. It was therefore **resolved** to install the basketball net and base at Rowheath. Cllr. Olbrich and Cllr. Millam agreed to visit the site to ascertain the most appropriate location for the play equipment; and would also survey the car parking area which was reportedly overgrown. In addition the Clerk was requested to advise the Council's contractors in order to revise the grass cutting schedule as necessary.

#### 14/27. **Review of Councils Emergency Plan**

The Council's current Emergency Plan had been circulated to Councillors for information. Councillors identified key points which should be included in the plan. It was mentioned that on New Year's Day the Clerk and Cllr. Olbrich had been contacted regarding the provision of sand bags. The location of sand bag stocks was included in the Plan; the sand bags being provided by Lewes District Council. The Parish Council did not have direct access to the stock of sandbags, but Lewes District Council did provide an out of hours telephone contact number. Other relevant emergency numbers had been recently updated to the Council's web site. There was discussion regarding available venues in the area which could be used as an emergency refuge; and relevant contact telephone numbers which should be included in the plan. It was agreed that the Clerk would review and revise the document and provide an amended draft plan for further discussion. In the meantime Councillors were asked to check the plan and advise of any known errors or omissions.

**9.00p.m.** At this point Cllr. Tillard left the meeting.

#### 14/28. **Correspondence for Noting and Response:**

1. Proposed Dispensary at South Chailey Surgery: – Dr Narasimhan had advised that he would attend the next Council meeting to explain the dispensary proposals.
2. Planning Application LW/14/0024 Swan Court: a letter had been received from Mr & Mrs Baker regarding this planning application. Unfortunately, the matter had already been discussed by the Planning & Environs Committee at its last meeting, in order for the response to be made within the required deadline. The plans had subsequently been amended. Councillors were of the view that regrettably in the circumstances there were no other comments, which they could make at this juncture.
3. A report had been received of a fallen tree at Rowheath as a result the recent storms; and tree debris at North Chailey following work completed by Brockwells who had cleared tree branches from power cables. It was **agreed** that work to clear the debris could be undertaken provided all Health and Safety requirements were observed.

- 14/29. **Risk Implications including Crime and Disorder Act 1998 Section 17:**  
PCSO Steve Knowles had agreed to attend the next Council Meeting to provide a Crime & Disorder update. It was noted that there had been a recent burglary at North Chailey.
- 14/30. **Date of next meeting of Full Council:** The date of the next meeting was confirmed as Tuesday 18<sup>th</sup> March 2014 at 7.30 p.m. The meeting closed at 9.25pm.

**Signed:**

**Chairman**

**Date:**

Initials:

Date: