



Chailey Parish Council
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Minutes

A Meeting of Full Council was held on Tuesday 20th October 2015 in the Reading Room, Chailey Green, commencing at 7.55pm

Present: Cllr. M. Evans (Chairman).
Cllrs. S Avery, R Barnard, K Jordan, K. Matthews, J. Millam, P O’Conor, P. Olbrich, A Scott

Public present: Mr K Furmedge

In attendance: S Treharne (Clerk)

15/96 Apologies: Cllr P Atkins

15/97 Declarations of Interest: None.

15/98 Questions/comments from members of the public: Mr Furmedge drew Councillors’ attention to the state of the pavement alongside the A275 in the vicinity of Chailey Brickworks. In particular he mentioned the water which in wet conditions flows across the pavement by the Brickworks and which, in winter, freezes creating a hazard. He considered that attempts to date to clear the path had been shoddy.

Cllr. Evans confirmed that the area and the need for clearance had been referred to the Highways Steward following Mr Furmedge’s earlier emails and that he would once again raise the issue. However, he pointed out that East Sussex County Council has no money and he could not therefore say when any action would be taken. He was however hopeful that the white line at the edge of the pavement would be repainted shortly.

Mr Furmedge indicated that he would be willing to undertake litter picking in the area but he would need the Council’s agreement to this. Councillors thanked Mr Furmedge for his offer and for his interest in the matter but indicated that insurance considerations prevented the Council from agreeing to his becoming involved.

Cllr. Millam recalled that work had been done in the past by the Brickworks to try to stop the water flowing across the pavement. The problem arises when a soakaway becomes full and the excess water has nowhere to go. Cllr. O’Conor thought that if the Brickworks owned land causing a nuisance, they should put matter right.

15/99 Items considered as a matter of urgency:

The Kings Head: Cllr. Evans reported that, in a personal capacity, he had contacted Hastoe Housing Association to enquire as to whether the Kings Head and/or its site might be suitable for affordable housing. Hastoe had opened a development in Plumpton earlier in 2015. The reply received suggested that the current asking price was such that any development was unlikely to be viable. However, Hastoe had

offered to talk to the Council about how to deliver affordable housing. The Clerk was asked to circulate Hastoe's reply to all Councillors.

Christmas Dinner: Cllr. Evans reminded Councillors about his email concerning the booking for 8th December and the need to confirm numbers of attendees.

Prayer Breakfast: Cllr. Evans informed Councillors that an invitation had been received from The High Sheriff of East Sussex to the annual prayer breakfast. Any Councillor interested in attending should contact Cllr. Evans.

15/100 To agree the Minutes of the Full Council meeting held 15th September 2015: the minutes were approved without alteration and were signed by the Chairman.

15/101 To consider the co-option of a Councillor: The Clerk reported that there remained one vacancy on the Council and that there was one possible candidate.

Cllr. Millam asked what had happened to an application passed on by him. Cllr. Evans said that he had considered that the applicant concerned had skills more suited to assisting with the Neighbourhood Plan and details had been passed on accordingly. Councillors noted that this decision had not been made by Councillors. They reviewed the application, agreed that the interest expressed was in joining the Council and thought that the skills and experience of the candidate could enable her to make a valuable contribution as a Councillor.

After discussion, Cllr. Jordan proposed and Cllr. Scott seconded a resolution that all remaining potential candidates should be asked to attend the next Full Council meeting to make a brief presentation to the Council and to answer any questions that Councillors may have, following which a decision could be made. The resolution was passed unanimously.

15/102 To receive financial reports: The Clerk referred Councillors to the financial report for September 2015 which was handed to Councillors.

The Clerk reported that receipts and payments in July were £224 and £2,100 respectively and that the same figures for the year to date were £2,873 and £30,444. Councillors' attention was drawn to the analyses of payments by category shown in the Financial Report and to the detailed breakdown of the receipts and payments for the month and the bank reconciliation attached to the report.

Cllr. Evans reported that the External Auditor's report for the year ended 31 March 2015 had been received, completing the audit process for that year. A notice of completion and the relevant pages from the Annual Return had been posted on the Parish Council's noticeboards.

Cllr. Olbrich proposed and Cllr. Millam seconded a resolution that the financial report for September 2015 be approved and this was passed unanimously.

15/103 To consider the Electoral Review of East Sussex County and Districts: The Clerk drew Councillors' attention to the papers circulated with the agenda concerning the consultation currently under way as part of the Electoral Review of the County and its Districts.

15/104 To review and agree the membership of Council Committees and appointments to other organisations: Councillors considered the list as at 21st July 2015 and the following additions were agreed:

Strengthening Local Relationships/
Highways

Cllr. Scott to be added

Neighbourhood Plan

Cllrs. Scott and Jordan to be added

The Clerk was asked to contact Mr Peter Mulcare, Chairman of the Grantham Trust, to establish the present position as regards the Council's representative on the Trust's Board.

15/105 To consider the Council's Code of Conduct for Councillors: Cllr. Evans informed the meeting that it was necessary for Councillors, from time to time, to review and if thought necessary amend the Council's various policy documents and similar in existence and to establish whether any further such documents needed to be put in place. For existing policy documents a rolling programme of review would be put in place, starting with the Council's Code of Conduct for Members.

The opportunity would be taken to modernise the Council's policies where necessary with the aim of establishing an up to date suite of similar looking documents.

Cllr. Evans drew Councillors' attention to the Code of Conduct and the Legal Briefing circulated with the agenda. It was agreed that the Clerk would, in advance of the next Full Council Meeting, circulate a proposed revised Code of Conduct and that this would be formally considered at the next meeting.

15/106 To consider the dates of Council and Planning & Environs Committee meetings in 2016: Councillors considered the draft timetable circulated with the agenda and it was approved, subject to moving the date of the Full Council meeting in December 2016 from 20th December 2016 to 13th December 2016.

The Clerk was asked to ensure that the Village Hall was booked for the Annual Parish Meeting on 6th May 2016.

15/107 To receive reports:

- (1) Cllr Olbrich reported that discussions about play provision at Roeheath were on hold as the parishioner concerned is in hospital.
- (2) Cllr. Evans reported that site meetings had been held and estimates for the cost of the works at the Reading Room are awaited.
- (3) The Clerk reported that Mr Lindsay Baker had been approached to quote for the installation of the noticeboard and he had indicated that the cost would be £75-£100 depending on what was found once the necessary holes are dug. At the Clerk's request, Councillors approved the incurring of expenditure of up to £100 plus VAT to install the noticeboard.
- (4) No conclusion has yet been reached about brush clearance at Roeheath. Cllr Olbrich will meet Barcombe Landscapes to agree what needs to be done.
- (5) Cllr. Jordan reported that the village questionnaires have been distributed but that the number so far returned (50-60) was disappointing. Posters have been ordered which will be put up reminding parishioners about the survey and urging them to participate.

Initials:

Date:

- (6) Cllr O'Connor reported that a meeting was to take place with the Sports Club to agree a plan of action. He also reported that one of the two Trustees had yet to be informed by the Club of what was intended as regards the lease.

The Clerk reported that he had spoken to the Council's solicitor to remind him that a proforma licence is awaited.

- (7) The Clerk was asked to establish whether the replacement window has been installed. Cllr. Evans reported that he had very recently received an indication that further work will be required – he would pass the details to the Clerk.
- (8) The Clerk reported that, with the exception of the waiting list, he had established the present position at the allotments. Of the 20 allotment holders, 17 have paid their rent. The 3 allotment holders who have not paid their rent all hold plots which were included in a list of 5 plots identified by the Allotment Society as not being properly kept. The Clerk had met the Society at the allotments and had agreed with their assessment of which plots were not being maintained.

Following the meeting he had written to the five allotment holders concerned reminding them of their obligations and the Council's ability to terminate tenancy agreements if a plot is not properly maintained. He had sought their proposals as to the way forward. One holder had replied saying that she wished to relinquish her tenancy. Two had replied explaining why their plot had deteriorated and expressing a willingness to put matters right. Nothing had been heard from the remaining two tenants.

Councillors agreed that the surrender of the tenancy by the first allotment holder should be accepted. The Clerk was asked to send final warning letters to the two allotment holders from whom nothing had been heard. The two tenants who had expressed a desire to continue should be reminded of their responsibilities under their agreements and that inspections should be carried out to see if progress is made rectifying the present position.

- (9) Cllr. Evans agreed to circulate the record of the most recent Highways meeting. He has received further details about the likely cost of providing a pedestrian refuge in the vicinity of Mill Lane and these will be considered at the next Full Council meeting with a view to deciding whether or not to proceed with this project. He also reported (1) that the Browns lorries should cease operation in mid-November, and (2) that East Sussex County Council will not extend the parking area opposite the shop, partly because of the results of a traffic speed survey which he has asked to see.

Cllr. Avery commented that he thought there were a number of potholes and carriageway edges that require attention. Cllr. Evans agreed to pass on to Highways any such matters referred to him by Councillors.

15/108 To consider items of correspondence for noting and response: The Clerk drew Councillors' attention to correspondence which had been received, a list of which had been circulated.

The request to deal with the Japanese Knotweed was noted and Councillors agreed that this needed to be dealt with before any damage is done. The Clerk was asked to contact Barcombe Landscapes for their advice.

Cllrs Millam and Olbrich agreed to undertake a site visit to establish what needs to be done as regards the sycamore trees mentioned by Mr Bishop.

Initials:

Date:

15/109 To note Risk implications: none to note.

15/110 Confidential information – exempt matters: Cllr Evans asked Councillors to make a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1(2) in order to discuss three items, due to the confidential nature of these items. Cllr Jordan proposed and Cllr Evans seconded such a resolution which was passed unanimously.

15/111 Next Full Council meeting: 17th November 2015 at 7.30pm.

Next Planning & Environs Committee meeting: 3rd November 2015 at 7.30pm

Signed: *Mark Evans*
Chairman

Date: *17th November 2015*