



**Chailey Parish Council**  
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**Minutes**

**A meeting of the of the Full Council was held on Tuesday 20<sup>th</sup> July 2021 at St Peter's Church, Chailey Green.**

**Present:** Chair: Cllr. K. Jordan  
Cllrs. S. Avery, N Belcher, E. Berry, M. Cornwall, M. Evans, P Olbrich,  
R. Penfold.

**Public present:** None.

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

**21/125.Apologies for absence:** Cllrs J.Tregenza, M. Lethem, and J. Millam.

**21/126.Declarations of interest:**

Cllr Belcher is a member of the Chailey Commons Society and therefore declared an interest in the application that is being made for CIL funding under item 10 of the agenda.

Cllr Evans is a Governor of Chailey School and therefore declared an interest on the CIL application for the School under item 10 of the agenda.

**21/127.Questions/comments from members of the public:** None.

**21/128.Items considered as a matter of urgency:**

- Cllr Jordan informed the PC that Lewes District Council have now published the first stage of the consultation process to update the Local Plan. The "Issues and Options" paper is now on their website – this covers the principles and rules that will be included in the updated Plan. The consultation on the I&O lasts until 3<sup>rd</sup> September 2021. Cllr Jordan felt that it is vital that Chailey Parish Council put in a submission and therefore made official that there will be a Planning & Environs meeting on the 3<sup>rd</sup> August at 7.30pm, the main item of which will be a discussion on what we should say on the consultation exercise. Cllr Jordan urged the Council to go on LDC's website and to acquaint themselves with the Issues & Options paper, and the topic background papers which contain helpful and useful information. To note, there will also be several planning applications to be discussed at the meeting.
- The Clerk advised that fly tipping has occurred at the Sports ground car park. The Clerk had reported this to the Neighbourhood First team who advised that as the land is Parish Council property, they will not collect free of charge but can do so for a fee of £250. The PC disputed this – Clerk to contact the Neighbourhood First again for further clarification.

**21/129.To agree the Minutes of the Full Council Meeting held on the 15<sup>th</sup> June 2021 :**  
The minutes of the Full Council Meeting were agreed as being true and accurate subject to changes to first sentence of second paragraph of 21/108 to replace “shortly” with “day before”. To note, item 21/109, Parish Council Land Holdings will be brought back to the Full Council meeting in September for further discussion.

Proposed by Cllr Avery, seconded by Cllr Olbrich. All in favour.

**21/130. To agree the Minutes of the Personnel Advisory Committee Meeting held on the 23<sup>rd</sup> June 2021:** The minutes of the Personnel Advisory Committee Meeting were agreed as being true and accurate. Proposed by Cllr Olbrich, seconded by Cllr Cornwall. All in favour.

**21/131. To agree the Minutes of the Extraordinary Full Council Meeting held on Tuesday 29<sup>th</sup> June 2021:** The minutes of the Extraordinary Full Council Meeting were agreed as being true accurate. Proposed by Cllr Avery, seconded by Cllr Belcher. All in favour with one abstention.

**21/132.To receive and if thought fit approve the financial reports for June 2021:** Current account balance closed at £113,753.88. Outgoings for the month were £10,452.54. Income received was £682.30. The Clerk advised that she has paid the Solicitors for the legal work that they have done on the lease of the substation and has issued an invoice to UKPN for reimbursement of these payments. The Financial report for June was agreed as being true and accurate. Proposed by Cllr Belcher, seconded by Cllr Evans. All in favour.

**21/133.To consider and if thought fit approve applications received for small grants.**  
There were 11 applications this year, two of which are new. Total grant applications came to £5,484.16, which is slightly over the budget by £84.16. Cllr Jordan suggested if all individual grants were accepted, then a transfer from another reserve be made to make up the difference.

Cllr Berry proposed that the Council support all applications placed, seconded by Cllr Evans. All in favour.

**21/134.To consider and if thought fit approve applications received for 2017 CIL funds**  
Chailey Parish Council published on their website, Chailey News, local newspapers, and Chailey Chat that the decision making for the 2017 CIL funds were to be taken by the PC in the July Full Council meeting. Members of the public were asked to submit ideas for those funds.

Applicant: Mr Mike Berry  
Proposal: To replace existing unmade surface of footpath with a sustainably constructed “large steps” path at the New Heritage Way development  
Cost: £1200  
Reason: This will improve access for people with a disability, parents with children in pushchairs and to all the community who wish to access or leave the development onto Banks Road. Two quotes have been received for £1200 and £2600. NH recommend the quote at £1200.  
*Further paperwork attached for this proposal*  
PC decision: The Council voted to accept this application, with one against. To note, footpath is very well used and if upgraded it should have a fingerpost or sign put up to identify that it is there.

Applicant: Cllr Olbrich  
Proposal: Play and exercise equipment at Rowheath.  
Cost: £20,000  
Reason: £10,000 was earmarked from entire CIL reserves for play area at Christmas time. Having recently met with rep from Kompan, Cllr Olbrich has gleaned that this amount would not be enough and that a further £10,000 would enable a decent play area. Cllr Olbrich is will be meeting with two other play specialists on the 29<sup>th</sup> July and 3<sup>rd</sup> August. Any monies agreed upon would be provisional until all quotes are received.

PC decision: Cllr Jordan had reservations about car parking on Cinder Hill and felt that the requirement for off road parking must be considered – this may be something that needs to be discussed with Highways. Cllr Olbrich maintains that Rowheath is the most appropriate place within the village to have a play area. He did not think that the Council should be deterred because of car parking. There is an area at the back of the baseball post that could be used. It was decided to reserve £10K from 2017 CIL monies. This makes £20K in total from entire CIL funds. Proposed by Cllr Olbrich, seconded by Cllr Berry. All in favour, one abstention. To be discussed again when Cllr Olbrich is in receipt of all quotes.

Applicant: Cllr Evans  
Proposal: Queen's Platinum Jubilee 2022.  
Cost: Not known.  
Reason: To be celebrated nationally and locally in style – therefore consideration required on how best to do. Past royal events have included installation of a flagpole, Jubilee map, and planting of an Oak tree.

PC decision: Cllr Evans thought that the ideal memento to mark the Queen's jubilee would be a recreational ground. The Council thought this an excellent idea and it was thought suitable to honour the jubilee by naming the proposed play area at Rowheath after HRH Queen Elizabeth.

Applicant: Cllr Tregenza and Evans  
Proposal: Funds to help Chailey School with additional carparking.  
Cost: £6,000  
Reason: This proposal was discussed at the Extraordinary meeting held on the 29<sup>th</sup> June. From that meeting, it was decided that the Council could not commit funds to the car park without a site visit to the School. Several members of the PC attended a meeting and a tour of the School on the 7<sup>th</sup> July. The Council were extremely impressed with the new facilities but remained sceptical that the car park was a good use of CIL monies.

The Council decided to vote against spending £6,000 of CIL funds on parking. They are however, in favour of spending the money on something else that would be of benefit to the School. From the visit, it transpired that the School are hoping to put in a canopy at a cost of approximately £30,000. The canopy would be used daily. It will be used in an area where students wait to enter the building, therefore ideal when raining or extremely hot. It will be over an area that will be used for eating and for outdoor classes. Although the Council did not have full details of the canopy, they thought that it would be a much better use of CIL funds and did not see a reason not to allocate

£6,000 of CIL monies towards the project. Proposed by Cllr Penfold, seconded by Cllr Belcher. All in favour, one against. Cllr Berry was disappointed that the School did not send in a request in writing like everyone else. This was noted by Cllr Evans who assured her that in future, the School and not the Governors will be asked to present their case.

Applicant: Mrs Sue Berry, Chailey Commons Society  
Proposal: Provision of new information boards on the Commons.  
Cost: £1,000 per board.  
Reason: The Commons Society ideally would like 5 boards for each section of the Commons. Purpose of which is to educate and inform the increasing number of visitors. The intention would be to make the information attractive and relevant, reflecting the changing seasons. Estimate for noticeboards are around £1000 each (quotes are being sought). The Society has received some donations and would be able to contribute that money towards the cost of commissioning the boards. If CIL money were available, it would mean that they could get more than one or two.  
PC Decision: The Parish Council decided to donate £4,000 to cover purchase of notice boards, £1,000 of which should cover Markstakes Common. Proposed by Cllr Olbrich, seconded by Cllr Cornwall. All in favour, one abstention.

To note, Cllr Belcher to ask whether the Commons Society could extend its activities to Markstakes Common.

Applicant: Liz Sleeper  
Proposal: Solar panels on the roof of the village hall  
Cost: Not known  
Reason: The hall would have free electricity if combined with a battery.  
PC Decision: The Parish Council thought that it might be better for the Village Hall Committee to enquire about Government grants for such a project. The Parish Council therefore did not consider this application for CIL expenditure.

Applicant: Cllr Berry  
Proposal: Moving the telephone box from Swan House to the layby opposite Mill Lane. To install a bench at the same layby for residents to sit and rest and read books.  
Cost: Not known.  
Reason: The idea of moving the telephone box would be to have it in a safe area away from traffic and to use as a mini library. The bench was suggested by a resident for Chailey residents to use whilst walking to and from the shop, or to rest at. Bench would also be compatible with the library.  
PC Decision: In principle, the PC thought that this was a good idea but need to discuss the practicalities with Highways at their next SLR meeting.

Applicant: The Clerk  
Proposal: Install a bin at Lane End Common.  
Cost: £500  
Reason: There has been an on-going problem with litter being dropped at this site. LDC will not put a bin in. They will do a collection service of £1.75

once a week if the PC purchase a bin for £500. They can arrange the installation of a standard litter / dog waste bin.

PC Decision: The Council thought that this would be a good use of CIL monies. Proposed by Cllr Berry, seconded by Cllr Evan. All in favour.

**21/135.Councillor Belcher to raise the New Heritage's interest in the purchase of a Defibrillator and to ask the Council if they would consider future maintenance costs for this item:** The New Heritage would like a Defibrillator to be sited at the hall. This would be a public access one. A defibrillator to buy would be in the region of £975 plus VAT, the casing or box would be an extra £500.

Cllr Belcher queried how many we should have in the village and if another were to be purchased, would it be better to go somewhere else in the village. At present, defibrillators are situated at the Free Church, the Doctors' Surgery in Mill Lane, the Village Hall and the Dental Surgery– all of these sites have an active population. The Council thought that all areas in North and South Chailey are well covered, but another defibrillator at the New Heritage would not be an unreasonable suggestion given its location. The New Heritage Committee Association have said that they would donate funds to the Parish Council if they were able to buy. The Parish Council would be responsible for checking and maintaining, buying new parts as they do with the other defibrillators in the village. The New Heritage would also pay for the electrical work to install. It was proposed by Cllr Belcher to have a defibrillator (SP1) installed at the New Heritage, seconded by Cllr Cornwall. All in favour. Clerk to investigate prices and liaise with the New Heritage.

It was suggested that having an on-going piece in the Village News to inform residents where the defibrillators are located and putting something on the website. Clerk to arrange.

**21/136.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**

- Cllr Olbrich has picked up the box of Deeds from the Solicitors and has managed to go through most. The documents contain some interesting history going back to 1905 when the Reading Room went to auction at the White Hart in Lewes. The Parish Council at one time owned a lot of land and properties. The Deeds to the Pump House have been found but need to be registered to obtain a title. The Parish Hall is owned by the Charity Commission but there is no title – this should be registered, Cllr Olbrich to arrange. Cllr Jordan thanked Cllr Olbrich for all his work.

**21/137.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998.** None

**21/138.Confidential information:** None.

**21/139.Next Full Council meeting: Tuesday 21<sup>st</sup> September 2021** at 7.30pm at St Peter's Church, Chailey Green, subject to developments of the Coronavirus.

**Signed:**  
**Chair**

**Date:**

Initials:

Date: