



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

**Minutes**

**A Full Council Meeting was held on Tuesday 15<sup>th</sup> October 2019 in the Reading Room, Chailey Green.**

**Present:** Cllr. K Jordan (Chair)  
Cllrs. N Belcher, E Berry, M Cornwall, M Evans, M Letham, P Olbrich,  
R Penfold, J Tregenza

**Public present:** One.

**In attendance:** B Newell, Clerk to the Council.

**19/166.Apologies for absence:** Cllr. Avery (Cllr Millam – non-attendance).

**19/167.Declarations of interest:** None.

**19/168.Questions/comments from members of the public:** Mr Jon Davies, representative of St George's residents committee to speak on item 19/174.

**19/169.Items considered as a matter of urgency:** None

**19/170.To agree the Minutes of the Full Council meeting held on 17<sup>th</sup> September 2019:**  
The minutes were approved and signed by the Chair.

**19/171.To receive and if thought fit approve financial reports for September 2019:**  
Clerk presented the first set of reports from RBS. These consisted of three reports; payments made by the Council between 01/09/19 and 30/09/19, the bank reconciliation statement as of the 30/09/19 and a cost centre report for receipts and payments up to the end of September ) To note, when RBS set up the package, they took away three cost centres and replaced them as nominal codes under the Administration cost centre.)

Cllr Cornwall proposed approval for the September accounts seconded by Cllr Letham. All in favour, except for Cllr. Evans who abstained.

**19/172.To receive a report from Mr Michael Berry, Parish Council Trustee to the Andros Almshouse Trust.** The Council received and noted Mr Berry's report.

**19/173.To receive the final version of the Neighbourhood Plan which reflects the comments made by villagers during the recent Regulation 14 Consultation and if thought appropriate, to submit the draft formally to Lewes District Council for them in to initiate the final stages of the process.** Cllr Jordan reminded the Council that we have been working on the NHP for fours years or so. Cllr Jordan had been of the opinion that we take more time and look at some of the housing objectives. This had been brought to his attention by NALC who had given examples

of neighbour plans in other areas of the country who have proportioned in their plans developments that will improve the social health of the community, dementia friendly housing, design of housing to cater for possible disability later on in life. As the Council has already consulted the village under Regulation 14, it would be better to leave things as they are.

Mr Jack Cranfield, the Chair on the Neighbourhood Steering committee gave an excellent summary of the final draft which he felt was good and covers most of the feedback of the villagers who from the very beginning had been consulted regularly throughout the planning period. The overall idea was to formulate a plan that villagers wanted. Regulation 14 was successful with lots of feedback. Workshops were well attended. Some of the policies have been amended which LDC have been consulted on.

- More details about the community groups within Chailey have been added, mentioning the various societies and clubs that abound and are important to the village.
- Green Lane has been added as a point of historical interest, based on feedback from members of the public.
- Also incorporated are examples of past designs of buildings, which is relevant as housing policies within the draft focus on design, and with this in mind, designs for future buildings are also significant within the draft.
- Chailey stocked bricks are featured as being sourced from the village and appropriate for some building designs in the village.
- Environmentally friendly designs have also been included based on LDC feedback.
- Objectives have not changed much. Policies have been made more positive.
- Environment and landscapes have received slight changes to wording only.
- The dark night skies policy was strongly supported by the community.
- Added to the community policy was the green infrastructure; mentioning footpaths and cycle lanes, based on policies coming in from LDC.
- The date will be changed on the front of the plan to read 2034 and some minor formatting will be changed.
- Unlike the Newick NHP, Chailey has not done site allocations which should make a difference to future planning proposals.

Councillors agreed to accept the draft and agreed to hand it over to Lewes District Council for the final stages of the process. This was proposed by Cllr Tregenza and seconded by Cllr Olbrich, and agreed unanimously in favour.

The final stages of the process would be for Lewes to run a referendum on the plan. If the village then support, it will go on to be examined by an independent Planning Inspector who will check that the work done meets with the law regarding Neighbourhood plans. If it meets with the necessary requirements, it then becomes

part of the approach for LDC when deciding on future planning applications for the parish.

Cllr Evans expressed a wish that when LDC come to print off copies of the NHP that they use Chailey Heritage Enterprise Centre (CHEC). CHEC recently moved to King's Court from Chailey Heritage; they are a young and vibrant team working in a business that benefits the village. Chailey Parish Council will use their best endeavours to ensure that CHEC get the printing contract.

Finally, the Chair thanked Jack Cranfield, Chair of the Steering Group for all his hard work, his efforts and expertise, and for the time he has spent on the project, especially whilst continuing with his studies. The Chair also thanked other members of the steering group, past and present, who have put an immense amount of time into the project and in so doing have produced a first-class Neighbourhood Plan for the village.

**19/174. To re-discuss undertaking of pothole repairs at Mill Lane, North Chailey.**

Member of the public, Mr Jon Davies, representing the St George's committee came to speak about repair of potholes at Mill Lane. The problem of the potholes had been discussed in an earlier Full Council meeting in the summer, the outcome being that the PC did not have funding to repair but were content for the residents of St Georges and surrounding housing within the area to repair and cover the costs but stressed that a Contract liability form would need to be provided. The residents had initially thought about repairing themselves, but do not have contractor liability insurance. The area that needs attention is not owned by the residents at St Georges. The Chair commented in the first instance, that the Parish Council are not in a position to authorise that residents take on the repairs themselves, the Parish Council insurance would not cover for any accidents/damages that may be incurred. Therefore, it would be more sensible for a reputable contractor to do the job with insurance.

There was some confusion as to who actually owned the track in question and this needs to be ascertained before any type of work commences.

To note, this is an on-going concern identifying areas in the parish that the Council own. Cllr Evans advised contacting John Smith, previous Chair of the Commons committee for ownership advice. Cllr Evans from his notes was able to quote that CPC own the common border of the north field but the actual ownership of the road is not confirmed. To the north and west beyond the Chailey Parish boundary, excluding St George's, the North Common Freeholders are the owners, the rest is then divided between the Parish Council and Mr John Sclater. The ownership however of the actual lane is not established.

Cllr Evans feels that the obligation to repair lies with those who use the track and that is primarily St Georges and those nearby. It was suggested that whilst obtaining a cost for the repair of the potholes that we also establish who uses the road and whether they would commit to paying a percentage of the costs.

Mr Davis did comment that he himself would not be prepared to pay for something that he did not own but could not speak for the rest of the residents but would duly consult with them. The Chair suggested that the Parish Council could get quotes for repairs and then discuss costs and contributions with the St George's committee. Mr Davis to speak to residents and get back to the Clerk.

Cllr Olbrich made the point that the Parish Council own many tracks within the village but are not in a fiscal position to fund repairs.

Cllr Tregenza proposed that we find out who owns the land, and to get a costing of proposed works. seconded by Cllr Berry. Agreed unanimously.

**19/175.To discuss fence repair issues on land owned by the Parish Council at Red House Common and the Memorial Common, and to consider the maintenance and responsibility of payment in order for livestock to graze in safe and enclosed areas.** Cllr Belcher raised this item - The Parish Council frequently gets asked to repair and maintain fencing on areas of land that they own, particularly on the Common. This goes back some years when Natural England and ESCC wanted livestock to graze on the common and put in fencing for grazing. The North Common Freeholders at that time were somewhat dubious about this as they had concerns about who would be eligible for future repair costs and maintenance. The funding was given by Natural England, but the upkeep was never formalised. The funds that Natural England gave will cease in 2021.

It has now become a complex situation as to who is now responsible for the repair and maintenance of fencing, and there appears to be no clear formalised documentation to clarify this. The Parish Council do not consider themselves to be accountable and are of the opinion that as ESCC introduced the scheme, it should be them who meets the costs. Unfortunately, funds are very limited all round.

If there is to be a shortage of money, then we may need to accept that we can no longer maintain the common as it is.

Cllr Evans said that during a recent meeting with Nick Mawdsley, who has been commissioned by ESCC to look into countryside sites, it was requested that ESCC provide information on the Common landowners fencing liabilities. This would be useful to know. Cllr Evans is of the opinion that a statement somewhere exists stipulating that ESCC would take ownership for repair/maintenance for the life of the project. Unfortunately, there is not a hard copy to hand to verify this. Cllr Evans to further liaise with Nick Mawdsley (with regard to landowner's liabilities) and report back at next Full Council meeting.

Cllr Evans will also speak with John Smith Chair of the Commons committee (now no longer functioning as a committee). Cllr Evans feels that this committee ought to be resurrected as this is the sort of problem that they would have the knowledge to comment on. Cllr Evans to report back on progress at the next Full Council meeting.

Andy Mitchell, Countryside officer has written to the Clerk saying a gate in the SW corner of the football ground by the common needs repairing and responsibility lies with Chailey Parish Council being the landowner. Given the above, it was proposed by Cllr Olbrich and seconded by Cllr Belcher that we will not pay for any costs. Clerk to write and inform Mr Mitchell.

Clerk needs concrete evidence in writing of what the parish council own and the obligations we hold in repairing fencing etc. It's quite possible that information sought after is contained in the archived boxes located in the Clerk's office and at other sites. Cllrs did not object to looking through boxes and checking what's inside, this was proposed by Cllr Jordan and seconded by Cllr Olbrich. Clerk to arrange dates for Cllrs to look through. Query digital mapping.

**19/176. To confirm that Country side officer has made repairs to the fallen fence on Parish land at Red House Common enabling grazing to take place.**

Clerk confirmed that Andy Mitchell, Countryside officer has made repairs to the fallen fence at Red House Common. So far, the Clerk has not received his invoice. Cllr Olbrich said that it would be sensible for a Cllr to visit the site.

**19/177 To discuss the possible threat in closure to the Chailey Children's Centre.**

There has been recent publicity in the local press regarding children's services in East Sussex being closed down, Chailey being one of them and is another unfortunate example of ESCC being short of money. The children's service is located at Chailey Secondary school. However, little interest has been shown from the community in keeping or using it and it's believed by Cllrs that the centre stopped being used about 3 years ago. The building however has to be kept for some kind of service to children. With its location being close to Chailey school, it would seem sensible for the building to be properly used by the school. Cllr Tregenza to write and express this opinion.

**19/178 To consider a donation of £75.00 to the Cooksbridge Station Partnership's Open day at Cooksbridge Station on the 21/12/2019.**

It was agreed to donate this sum of money. Proposed by Cllr Cornwall and seconded by Cllr Belcher. All in favour. Clerk to raise a cheque.

**19/179 To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:**

Cllr Tregenza and Cllr Belcher are part of the Chailey Speed committee; they have been trained to operate speed guns. The police have been and measured the speed of cars along the A275 outside the village shop. No one has received a ticket, but some have been advised that they are travelling slightly over the desired speed limit. Both Cllr Tregenza and Belcher are pleased with the exercise.

Cllr Olbrich is still waiting for the final sign off from LDC for the Sports club. He also mentioned that now new plumbing has been done, there is no heating and asked if the club could have an electric heater to take the chill off. There is no money in the budget. Cllr Penfold did offer to loan a spare one that he has.

Cllr Berry to forward draft letter to Clerk re Chailey Parish land being leased by Chailey Heritage School for keeping ponies in. (Received by Clerk and a letter has been sent to Mr Tillard).

Cllr Cornwall has a Harvey's brewery tour on 14/12/19 and asked if any Councillors were interested in attending, if so to let him know.

**19/180 To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998:** nothing to report.

**19/181. Confidential matters: to consider a resolution of exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature:** None

**19/182. Date of the next meeting of the Full Council:** Tuesday 19<sup>th</sup> November 2019 at 7.30pm at the Reading Room, Chailey Green.

**Signed:**  
**Chair**

**Date:**

Initials:

Date: