



Chailey Parish Council

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Minutes

A Meeting of Full Council was held on Tuesday 16th October 2012 in the Reading Room, Chailey Green, commencing at 7.45 p.m.

Present: Cllr. D. Cranfield (Chairman).
Cllrs. P. Atkins, D. Cowan, M. Evans, S.Griffin, J. Millam, P. Olbrich,
J. Tillard, R.Trussell, L.Waller (part).

Public present: Three.

In attendance: V. Grainger (Clerk).

12/122. Apologies for absence: Cllrs. J-P Ellis.

12/123. Declarations of interest: None.

12/124. Questions from members of the public: Representatives from the Chailey Cricket Club and Chailey & Newick Colts Football Club attended the meeting to comment on the grounds maintenance of North Chailey Playing Fields. The Chairman agreed to change the order of the agenda for the convenience of the representatives present.

A report concerning the present maintenance arrangements for the playing fields had been circulated. It was acknowledged that the present arrangements were complex. The Parish Council leased the grounds and Sports Pavilion to Chailey Sports Club on a peppercorn rent basis. The Parish Council completed routine maintenance of the fields, as part of its wider grounds maintenance contract for Chailey Parish. The Parish Council had also provided grants to the individual Clubs and paid for additional requested maintenance.

The present maintenance contract was due to end in April 2013. A number of issues had been raised, and members of the sports clubs had expressed their dissatisfaction with the present condition of the playing surface. It had been recommended that an independent report should be commissioned to establish the current condition of the playing surface and to identify any possible improvements. It was suggested that it would be helpful if a few representatives from the Sports Club as whole could ascertain the needs of the various groups; and then communicate this to the Parish Council.

Mr G. Strangwood- Chair of Colts Football Club advised that about 100 young people attended the Club. The Club had spent £1,600 on pitch improvements and additional maintenance.

Mr D. Dembrey from Chailey Cricket Club advised that the problem with mole hills had been reported to the Parish Council. Some additional work had been completed to the cricket square last year.

Members queried how the Sports Club functioned as an overarching organisation and how the views of the various clubs and their requirements might be pooled. Cllr. Cowan raised the issue of Sports England grants being available for playing pitch improvements. It was agreed applications for grants would be premature at this stage. In the first instance a report on the grounds condition should be obtained. Cllr. Ellis was the Council's representative on the Sports Club Committee. Cllr. Trussell agreed to assist resolving the issue and to ensure that a Council representative attended each Sports Club meeting. Further consideration of the matter would be made at the Council meeting to be held on 11th December, when the recommendations from the report would have been received and circulated for member's consideration.

12/125. Items considered as a matter of urgency: None.

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12/126. To agree minutes of Full Council Meeting held on Tuesday 18th September 2012: The minutes were **Agreed** and signed as a true record of the Full Council meeting held on 18th September 2012,(Council resolution 12/260).

12/127. Review of Fixed Assets

A list of the Council's fixed assets was circulated for information. A value based on the purchase price (or insurance value) was listed for each asset. This was required for the Council's annual report and to ensure that the Parish Insurance was adequate. Additional information had been included in the asset register template, to identify the present condition of the asset and to indicate any required repairs/replacement. Further information was necessary to assess the present condition of the listed assets. Councillors agreed to assist with collation of the information. Once the template was complete it would be used to inform a schedule of repair/replacement works to be included in the Council's future budget. An update would be provided at the next Council meeting.

12/128. Review of Dog Waste Bins

A report on the provision of dog waste bins in Chailey had been circulated. The Parish Council had previously reviewed this issue. There were five dog waste bins provided in Chailey (the same number as Plumpton Parish). Lewes District Council has responsibility for dealing with waste collection, including dog waste bins and street sweeping. Some Parish Council had provided bins on land in their ownership and had an arrangement with Lewes District Council for the bin/s to be emptied. A bin can only be sited on land owned by the Parish Council, unless permission is granted by the owner. The Parish Council has no contract for dog waste emptying. Other Parish Councils are presently exploring the possibility of "clustering" i.e. jointly negotiating an independent contract. A minimum number of twenty bins were required for such a contract and individual Councils would need to ensure that there was sufficient funding to cover the on-going commitment for dog waste bin collection. It was agreed that the Council should support Lewes District Council's approach of encouraging responsible dog ownership. The Council would monitor the progress of the joint Parish approach and further consider the matter when there was a specific proposal.

12/129. Reports from Council Representatives on Village Organisations

Chailey Youth Group- Cllr. Olbrich advised that he had attended Chailey Youth Group Committee meeting and a youth club session. The Youth Club passed had expressed its gratitude to the Parish Council for their support, which had enabled a number of activities to be arranged. There had been a health and fitness event, an inflatable evening and a quiz night. A healthy eating evening had been organised offering smoothies and healthy pizza making. Outdoor activities were also being planned. The cost of each activity was in the region of £130.00.

Broadband Project- Cllr. Trussell provided an update on progress. An update from ESCC had been previously circulated. Funding for the project had been provided by central government and ESCC were negotiating contracts. It would be necessary to demonstrate the potential take up and areas of priority. However, progress still seemed to be unclear. It was suggested that ESCC Cllr. Meg Stroude might be able to provide further information.

Chailey Parish Hall Garden Improvements- A letter had been received from Mr H Thwaites thanking the Parish Council for their assistance and providing an update on progress of the garden improvements. The paving type to be used had still to be decided, additional lighting may be needed (this would be at additional cost). Councillors raised some concerns about water drainage. It was accepted that a drip sill at the edge of the paved area on the eastern side and the grading of the grass on the southern boundary to avoid pooling of water demonstrated efforts to resolve this issue. One potential solution suggested was to install Aco Drains at the points mentioned. It was suggested that the views of the contractor should be sought before work commenced.

Cllr. Waller left the meeting at this point.

12/130. Finance Reports to Council

i) Financial Summaries for September:

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The financial report September had been circulated indicating a balance of £79,629.93 in Barclays Bank Community account as at 30th September, with seven un-presented cheques totalling £1,242.00. The Barclays deposit account balance was £75,000.00. Total expenditure to date was £35,360. The second instalment of the Council Tax precept of £24,000 had now been received.

ii) Approval of Expenditure: The list of payments for September was circulated and approved.

iii) Quarter 2 2012/2013 Budget Report- The budget update for period April 2012 to 30th September 2012 had been circulated. This showed a deficit over budget of £14,775 for items which had not been included in the original budget. This included additional grants to local organisations and Queens Jubilee projects. The Council had sufficient general reserves to cover the additional expenditure.

iv) To note the certified Annual Return 2011/2012. The annual return had been approved by the external Auditors. This had been circulated and was noted and approved by the Council.

12/131. First Draft of Council Tax budget/precept 2013/2014

It was noted that the proposed technical reforms of Council Tax would have an impact on the Council Tax base, which is used in setting the Council Tax precept. Details of the Chailey precept history had been circulated. An initial assessment of the precept required and the likely impact of the proposed changes were provided. It was agreed that further work would be completed on the detailed budget for further consideration.

12/132. Correspondence for noting and response:

The listing of correspondence received was circulated and noted.

- **Conference for Town & Parish Councils-** It was confirmed that Councillors were unable to attend the conference being held on 24th October. Apologies would be forwarded.

12/133. Items for information and future discussion:

- It was agreed that a letter would be sent to Bluebell Railway Preservation Society to enquire whether a presentation could be made to Chailey Youth Group.
- It was confirmed that 12 framed Jubilee maps were ready for presentation and Councillors agreed to assist with the distribution. There were also some maps left which would be offered for sale at £2.00 each. It was **agreed** that a decision concerning the printing of map tea towels would be made after the remaining maps had been distributed.
- It was noted that a hedge had been removed at the rear of the Horns Lodge public House at South Chailey. Local residents had not been advised before work had commenced.
- The Kings Head Car Park- the Brewery had been contacted and requested to remove the debris and rubbish from the perimeter of the car park.
- It was noted that a brick piers had been erected on the verge adjacent to Shelleys at Markstakes Lane.

12/134. Contracts of Employment: Clerk and Parish Maintenance Person.

Due to the confidential nature of this item this was considered under closed session.

12/135. Risk Implications: None

12/136. Implications to Crime and Disorder Act 1998 Section 17: None.

12/137. Date of next meeting of Full Council: Tuesday 20th November 2012 at 7.30 p.m.

The meeting closed at 10.05p.m.

Signed:

Chairman

Date:

Initials:

Date: