



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

**Minutes**

**A Meeting of Full Council was held on Tuesday 16<sup>th</sup> June 2015 in the Reading Room, Chailey Green, commencing at 8.00pm p.m.**

**Present:** Cllr. M. Evans (Chairman).  
Cllrs. R. Barnard, J. Millam, K. Matthews, P. Olbrich,

**Public present:** Three

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

**15/54. Apologies:** Cllr. S. Avery

**15/55. Declarations of Interest:** None.

**15/56. Questions/ Comments from members of the public:** None

**15/57. Items considered as a matter of urgency:**

1. The Chairman asked the Council if their thoughts were still positive on moving the Parish Council offices to the Reading Room in Chailey. There was a unanimous decision to proceed with the move. Cllr Olbrich had been in touch with BT regarding suitability for a phone line/broadband to be used in the premises. He was quoted between £133.00 to £250.00 to conduct a survey. **Action: Clerk to ask BT to do survey.**
2. Cllr Olbrich informed Council of a local resident who has very kindly offered to donate significant funding towards play equipment for children/young people to use at Roheath in South Chailey. The trend at present (from young people) is for a skate board park. It was suggested that something should be put in the Chailey News asking the younger residents of Chailey to put their views forward on what they would prefer. There is the question regarding insurance, maintenance and inspection of the equipment and this will need to be further addressed as to who takes responsibility of this. In the meantime, Cllr Olbrich will be meeting with the resident who is donating funds and hopefully with Gemma Kybert to discuss further and will report back at next Council meeting.

**15/58. To agree Minutes of the Annual Meeting held 12<sup>th</sup> May 2015.**

- Change made to 15/67: title should read "Clarifications prior to meeting".
- Change to 15/69: Cllr Olbrich accepting title of Vice Chair and not Chair. Minutes were duly signed off after changes made.

**To agree Minutes of the Annual Parish Meeting held 29<sup>th</sup> May 2015.**

Minutes agreed and signed.

Initials:

Date:

**15/59. To receive verbal reports from Representatives on Village Organisations.**

Mr Gary Strangwood, Chair of Chailey Sports Club came to discuss plans for the refurbishment of the Sports Club. He was accompanied by Mr John Parker, who will be project managing. Of note, this work will be carried out in Mr Strangwood and Mr Parker's own time and unpaid.

At the time of the meeting, the Cllrs had not been able to view the paperwork that Mr Strangwood had produced, although this has now been e-mailed to them to view. Cllrs stressed that they would not be able to make a decision until they had seen the report and will meet again at next full Council meeting (21<sup>st</sup> July) to conclude.

The Sports club are now in receipt of three tenders, approximate costings are 75k, 67k and 59k. With compromises made, the Sports Club are hoping to get the figure to 50k. The Parish Council at the meeting were unable to commit to a percentage of costs that they could put forward, although a ballpark figure of 35k to 40k was estimated. Mr Strangwood said that if the agreed amount was 35k but with an additional 5k, then they will try to cover the extra 10k. They are in the process of fundraising and have so far been successful in raising £1,000 and will continue with fund raising events. Mr Strangwood is also confident that team members from the club would pitch in and help with finishing touches.

The Sports club hope to start work on the refurbishment in September and finish early October (4 weeks in total), alternative dates would be March 2016.

Issues were raised around payment of VAT and if the Parish Council will underwrite the project. Both of these areas need to be looked into by the Council before the 21<sup>st</sup> July.

Cllr Evans asked if it was possible for Mr Parker to forward his qualifications and experience to the Clerk.

Mr Strangwood concluded that the refurbishment is of massive importance to the Club and that it benefits many young footballers and cricketers living in Chailey. Presently the club has around 100 football players and 23 cricketers. It is not only important to the Club but also to the village of Chailey that they keep their players and encourage youngsters from the village to join in with sports. If the facilities are not of a good standard and meet the requirements specified then there is the danger of losing the players to nearby villages.

Mr Strangwood also said that he would be happy for the Council to contact him before the 21<sup>st</sup> July if they have further questions. Cllr Barnard, who will be carrying this forward on behalf of the Council will contact Mr Strangwood for regular updates and visits to the Sports ground and report back to the Council. The Parish Council thanked Mr Strangwood and Mr Parker for attending.

**15/60. To note the result of an uncontested Election:**

Previous Cllr; Mr JP Ellis attended this evening's meeting in person and confirmed that he would like to be co-opted back to the Council. The Parish Council stipulated that it would be necessary for him to write a letter giving his reasons for re-joining. Mr Ellis agreed that he would do this and bring his letter to the next full Council meeting on the 21<sup>st</sup> July.

Initials:

Date:

Letters asking to join the Parish Council had been received by the Clerk from Mr Pascal Atkins and Mr Philip O’Conor. The Council all agreed that they would welcome both Mr Atkins and Mr Conor joining the Parish Council. Clerk to write to both confirming acceptance.

**Review Appointees to Committees/Sub Committees** – to be brought forward to next full Council meeting.

**15/61. To receive financial reports.**

Financial report to be available at next full Council meeting on 21<sup>st</sup> July. Chair confirmed that there was 60k in the account which does not include monies in deposit account. Chair also advised that year end accounts (2014) would be closed on Wed 17<sup>th</sup> June 2015. It has also been suggested to Council that the SAGE package currently being used for accounts should be replaced by RBS software which is more suitable for Parish Council finances. New Clerk (Stephen Treharne) starts Monday 22<sup>nd</sup> June and will be discussed.

**15/62. To consider items of correspondence for noting and response.**

- Cllr Olbrich received from Clerk details of “Jazz on the Green” event. This will take place on 28/06/15 and Clerk confirmed risk assessment had been carried out.
- Cllrs Olbrich and Barnard have themselves recently carried out cutting of verges at Roheath.
- Chailey Allotment Association –
  - i) New padlock and keys have been provided to allotment holders.
  - ii) Regarding problems to water drainage at allotment site; Council did not feel at present that it was of major concern.
  - iii) Regarding rubbish accumulated around allotment plots; Council are prepared to provide a skip for one week which must be filled with accumulated rubbish and will then be removed. Thereafter, allotment holders are responsible for disposing of their own rubbish.
  - iv) Regarding damage incurred by rabbits; Council did not feel that they were able to provide rabbit proof boundaries to the allotments.
  - v) Regarding further services being provided to allotments by PC; this was not discussed at meeting.
- Inquiries had been received by the Clerk from Mrs Berry at New Heritage Way as to what has happened about the ordering of a new noticeboard for the site. After following up, Clerk had found out that a quote for a new board had been received from Greenbarnes Ltd back at the beginning of the year but that subsequently no order had been placed by the Parish Council. Clerk has been in touch with Greenbarnes who are willing to stick to original price of quote (£1,097.39) and have now gone ahead with the work. Notice board should be ready in approximately 4 – 5 weeks. Mrs Berry will take delivery of item, and Parish Council will arrange installation.
- Memo received from Mr Richie Jarvis proposing that Chailey should adopt the principals of the Campaign for Dark Skies. Chailey is situated in a dark sky spot, with no light pollution, ideal for star gazers. Parish Council have always objected to street lighting and would like to keep it this way.
- Chailey Windmill – Cllrs Olbrich and Millam will be going to windmill site in near future. Parish Council feel that some works have not been finished from

previous work done last Autumn. Cllrs to report back with a list of outstanding work – to be brought forward to next full Council meeting.

- Working Horse Trust will be on site at Chailey Common undertaking bracken rolling. This will take place from 19<sup>th</sup> to 21<sup>st</sup> June. The horses will start rolling on Pound Common on the 19<sup>th</sup> moving to Romany Ridge on the 20<sup>th</sup> and spend the final day on Memorial Common on the 21<sup>st</sup> June.
- Small grants applications – bring forward to next full Council meeting.
- Chair noted that this evening's meeting was Clerk's last meeting and thanked her for her input and hard work. He also kindly acknowledge that Clerk came in at a very difficult time but handled situation dutifully. New Clerk, Mr Stephen Treharne starts 22<sup>nd</sup> June 2015.

**15/63. To note Risk implications.**  
None to note.

**15/64. Date of next of Full Council meeting: 21<sup>st</sup> July 2015, 7.30pm.**  
**Date of next Planning meeting: 7<sup>th</sup> July 2015, 7.30pm**

Signed: *Mark Evans* Chairman

Date: *21<sup>st</sup> July 2015*