



Chailey Parish Council
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Minutes

A meeting of the of the Full Council was held on Tuesday 15th February 2022 at St Peter's Church, Chailey Green.

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

Public present: Cllr Matthew Milligan, Mr Stephen Allan

In attendance: Mrs B. Newell, Clerk

22/022.Apologies for absence: Cllr. J. Tregenza.

22/023.Declarations of interest: None.

22/024.Questions/comments from members of the public:

Cllr Milligan confirmed that ESCC has now passed its budget. The main highlights are more investment in highways, children's services and climate change. Council tax will be raised by 1.9%, plus 2.5% for adult social care. Cllr Milligan will send the Clerk a summary of the full budget report.

22/025.Items considered as a matter of urgency:

- Cllr Jordan reminded those Councillors who have not responded to his drinks party invite to let him know as soon as possible.
- Cllr Jordan accentuated recent discussions around the Queen's Platinum Jubilee celebrations; it was proposed that a small sub-committee group be set up with Cllr Olbrich to chair. To note, discussions are already underway with the Bonfire Society on the lighting of a Beacon and the Council have agreed to name the new playground at Rowheath "The Platinum Jubilee Playground" Another idea that the sub-committee may wish to consider is the "Green Canopy" scheme – trees are planted within the parish, and plaques can be obtained as a memorial. Cllr Jordan asked that members of the Council who would like to be involved with the Jubilee celebrations consult with Cllr Olbrich after the meeting. This item to be brought back to the March Full Council meeting for further discussion.
- Cllr Jordan recently attended the Chairs' Forum for East and West Sussex. Items of interest from the meeting include the Government's White Paper on Levelling up. Summarised version to be circulated by the Clerk prior to next month's Full Council.
- From the same meeting, Cllr Jordan advised that Sussex Police are taking steps to get into "Big Data" – this allocates resources to the right areas. If members of the public do not contact the Police on issues, it will not be logged on the data, if not logged, it will stand no chance of receiving Police resources. This is self-evident. It is important

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however that when logging an issue that a crime number is insisted upon. An incident number will be given but this does not warrant investigation by the Police. Therefore, a Crime number should be requested if the Police are to act upon and allocate to their data system.

- The Clerk has received an estimate from GW Shelter Solutions to replace two panels of glass that were recently vandalised at the bus shelter on the A272, North Chailey (near to the entrance of Lower Station Road). Costs come to £356.06. Proposed by Cllr Olbrich to accept the quote. Seconded by Cllr Cornwall. All in favour.

22/026.To agree the Minutes of the Full Council Meeting held on Tuesday 18th January 2022. The Minutes of the Full Council Meeting were agreed as being true and accurate. Proposed by Cllr Lethem, seconded by Cllr Olbrich. All in favour.

22/027.To receive and if thought fit approve the financial reports for January 2022.

The financial report for January 2022 was agreed as being true and accurate. The Clerk explained that we are not paying PAYE & NI now, this is because we are £1500 in credit as advised by HMRC. Payroll have therefore advised the Clerk to reduce payment until the figure is cleared. Cllr Lethem proposed to accept the financial report for January, seconded by Cllr Evans. All in favour.

22/028.Clerk's update on matters arising from November Full Council meeting:

- DEFRA have received the Council's objection re consent to works on the land in Back Lane & Caveridge Lane. Comments have been copied to the applicant who has declined to respond to them. The Council will be informed in due course of the decision taken.
- War Memorial – names to be added, still ongoing.
- The Clerk has put Chris Fisher from the Allotments Society in touch with another plumber to fix the leaking tap.
- The Clerk has been in touch with Mr Patience who will provide a quote on fixing or replacing the fingerpost on Oxbottom Lane opposite the entrance to Lower Station Road and the fingerpost on Oxbottom Lane on the junction with Cinder Hill. There is also another fingerpost that was situated on Markstakes Road opposite the turning to Townlittleworth that has been gone for some time and needs replacing. The Clerk is in consultation with Highways on this one. Cllr Millam reported that there is also a missing fingerpost at the Chailey end of Beresford Lane that needs replacing. The Clerk thought it might be a good idea to add fingerposts to the asset inspection list that Councillors check annually.
- The Feasibility Study for the proposed lighting on the Mill Lane junction / A275, south Chailey is now with East Sussex Highways. The Clerk anticipates that the study will be in a few weeks.
- Playdale will begin constructing the "Platinum Jubilee Playground" at Rowheath on the 7th March .

22/029.To receive and if thought appropriate, approve the Personnel Advisory Committee's recommendation for the successor to Bettina Newell as Parish Clerk.

Cllr Jordan thanked ESALC and Trevor Leggo for the support that they have given in the recruitment of a new Clerk to Chailey Parish Council. Interviews took place on Friday 11th February. There were three applicants, all a very high calibre. From those three, the Personnel Advisory Committee made the decision to offer the role to Mrs Debbie King. It is hoped that Mrs King can start week commencing 21st February which should enable the present Clerk to do an adequate handover.

It was proposed by Cllr Berry to approve the Personnel Advisory Committee's recommendation of appointing Mrs King. Seconded by Cllr Belcher. All in favour.

Cllr Jordan advised that negotiations for Parish and Town Council employees to have a wage increase has hit an impasse. Once resolved, Councils are obliged to backpay their employees. However, in the case of the current Clerk, Mrs Newell, it could be argued that the Council do not have to make a payment once she has left employment. This will not be an uncommon situation for other Parish Councils in the country. CPC will need to consider whether they wish to backpay Mrs Newell after the 10th March when she leaves. Cllr Jordan to advise on the situation as things develop.

22/030. Council to consider a quote received from Mr Angus Ross to repairs to the fascia board on the Reading Room Offices.

Mr Ross' quote comes to £487.20. Cllr Olbrich proposed to accept, seconded by Cllr Berry. All in favour.

22/031. Councillors Evans, Avery and Olbrich to report to Council on their recent visit to Toad Hall on the issue of land encroachment and access to Toad Hall and to seek a solution from the Council on the long, outstanding issues.

Cllr Evans explained the history of the barn built some 30 years ago which encroached on Chailey Parish Council land and on to Common land. Since then, the ownership has changed hands and the current owner, Mr Simpson is in the process of knocking the barn down and is perfectly happy for the Council to regain their land back once this is done. He would however like to see a fence put up on the boundary.

The fence will need to be like fencing already around the Common and he asked if the Council would be agreeable to paying for the fence or sharing the costs.

On a separate note, there is an entrance to Rotherfield Farmhouse, from Mill Lane on the edge of Lane End Common. Toad Hall and other buildings have also used the lane for access but do not have an easement over it. Mr Simpson would like an easement because the second access to Toad Hall will be closed off. He would be prepared to keep the road maintained

Before the Council decide on either proposal, they will need to gauge costs of the fence and to also find out if funding could come from Higher Level Stewardship as suggested by the Clerk. The Council also need to be clear on which easements already exist – Cllr Olbrich has already requested the registered title of the track. Item to be discussed at next month's FC meeting.

22/032. Council to consider request from Mr Stephen Allan, representative from the Sports Club to change their current tenancy agreement with CPC (as advised by the Football Foundation) to one that allows them to manage and maintain the grass pitches.

Mr Allan started by thanking the Sports Club Councillor, Cllr Olbrich for his support and interest over the years – the Club are very appreciative of his help and commitment. Mr Allan explained the funding process that the football club would like to undertake.

The Football club aspire to be the best children's football club in Mid Sussex, not just on the pitch but within the community. Numbers have grown, there are now over 120 children that play. The under 7's, which used to have between 8 – 10 children turning out for games now has over 30. The Club receives good support from a vibrant

volunteer committee who are engaged in the spirit of the Club and taking part in various events within the community.

Unfortunately, the playing surfaces do let them down. Often there is no football play at all because the pitch is too wet. This is acknowledged by the Club, and they accept the situation, although a long term vision would be to overhaul the drainage system. It is demoralising however, for volunteers to have to spend an hour or two before matches commence clearing dog excrement, filling in rabbit holes etc. A pitch improvement programme was started a couple of years ago focussing efforts on limited areas which could be maximised to full potential. This would involve improving the soil, removing weeds, introducing pest control, goal post safety etc. £10,000 has been invested in the pitches to achieve a better standard of use. The Football Foundation, whom the Club have worked with are now looking to implement a programme for a longer term investment. Before committing, the Football Foundation need to make sure that they are channelling their money into the right club. The Football Foundation rules state that in order to comply with this programme, the Club should have a 10 year uninterrupted lease in the name of the Club. (Currently, the club have a Tenancy at Will Lease that is renewed yearly by the Parish Council). There is another option which is a formal agreement whereby the Parish Council would hand over the responsibility to the Sports Club for work that needs doing to the pitches. Progress would be reported back to the Parish Council by the Sports Club. This is called a Site User Proforma Agreement. £18,000 would be invested by the Football Foundation over the course of 6 years for two pitches. The Club aim to put more money in themselves by fundraising.

Mr Allen asked the Council if they would be prepared to sign the Pro Forma Agreement which would allow the Club to undertake the necessary work to fulfil a much-improved standard of play area for the children.

Cllr Penfold prior to the meeting had read the documents and thought that it was a sensible agreement and a better option to take rather than a 10 year fixed term uninterrupted lease. Cllr Penfold also indicated that there is provision within the Agreement for other users to use the land if permission is sought from the Sports Club. It was therefore proposed by Cllr Evans to accept and sign the Pro Forma Agreement, seconded by Cllr Olbrich. All in favour. Mr Allen will liaise with the Football Foundation and report back to the Clerk with appropriate forms to be signed off.

22/033. For Council to discuss the letter received from “20’s Plenty for Us” campaign and agree outcome.

A request for support from Parish Councils has been requested from the 20’s Plenty for Us campaign group to support their proposal for East Sussex County Council to set 20mph as the normal speed limit, and 30mph as the exception, in residential streets and in town and village centres – ie in those places where people live, work, learn and play. Cllr Jordan proposed not to not support the campaign. However, areas such as outside schools and urban areas are suitable for the proposal, but not a blanket coverage. Seconded by Cllr Evans. Eight in favour, one against, one abstention. In spite of this decision, the Council would be happy to bring this subject to a wider audience and will raise at the Annual Parish meeting in May.

22/034. For the Council to discuss ways of eradicating moles on Council owned land leased by Chailey resident, Mr Terry Bone.

Mr Bone has provided a quote for removal of moles for £600. The Council considered this a lot of money. Clerk to check the lease and bring back to next month’s Full Council meeting.

22/035.To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations:

- Cllr Avery has updated the website so that it reflects the current position of the Neighbourhood Plan. He has also put up an Event Notice for all the Parish Council meetings occurring in 2022.
- Cllr Olbrich reiterated that Playdale will begin putting in a play area at Rowheath on the 7th March. Cllr Olbrich will visit all nearby residents to inform them of the works. He will also consult with the Bonfire Society to ask if Playdale can use their shipping container for storage during works. Clerk to establish with Playdale on how much space they need.
- Cllr Olbrich now has maps on all the Common land owned by the Parish Council. He hopes to make a map of all the areas to display at the Parish Council Offices. Some areas of land are not owned by anyone, and it appears that the PC have classified some land as “Common land”, it may not mean that they own it. Therefore, the Parish Council will need to decide if they are going to register this land at some stage. Clerk is finding out about village green status and will report back to Cllr Olbrich.
- Cllr Lethem updated the Council on the recent findings of the Land Availability Assessment (correspondence had previously been sent to the Council). There are various sites within the village that have been deemed as developable; three being in the north of Chailey and three in the south. There is land behind the former Swan Pub (to note that the prospective developers for this site will be attending the March Planning meeting). This is likely to be a proposal for approximately 50 to 60 houses.

There is land off Markstakes Lane (near to Green lane), and the proposal is for a house for the farmer that farms the land and three plots for self-build affordable houses. There are two sites off Mill Lane (near Broomfields Farm), which are quite substantial; one for 52 houses and the other for 60. In the north, Oxbottom Lane (Chagley) has been considered as developable. The land behind Camelia Cottage is potential and Frick Farm is also potential. No decision has been made about Eton. For now it remains dormant, but expected that activity will occur in the not too distant future.

- Cllr Evans reported that the Friends of the Windmill now have three quotations for paintwork to the Mill and these are being assessed. Some research is still required on the estimates, and it is hoped to bring all three to the March Full Council meeting for discussion and for a decision to be made on who the work shall be contracted to.
- Cllr Millam reported that there have been a few thefts in the area; on Friday 11th February, there was a tractor stolen from Pellingbridge. A digger has also been stolen from Hooklands.
- Cllr Berry raised the situation of the telephone box by the former Swan Public house. The Parish Council would like to move the telephone box and use as a library. Land by the bus shelter opposite the end of Mill Lane had been considered as a suitable spot but Highways deemed the land as unsuitable. Cllr Berry does not fully understand the reasoning behind Highway’s decision and feels that the Council should persevere with placing it there or actively look for another spot in the village. Clerk to bring to the March Full Council meeting the Inspector’s report on this.

22/036.To note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998. None

22/037.Confidential information: None.

22/038.Next Full Council meeting: Tuesday 15th March at 7.30pm at St Peter's Church, Chailey Green.

**Signed:
Chair**

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Date: