

Chiddingly Parish Council
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19th June 2019

Minutes of Chiddingly Parish Council meeting held on 18th June 2019 at 1930 hours in Chiddingly Village Hall.

Present: Cllr Goss (Chairman), Cllr Tolhurst, Cllr C Marchant, Cllr Newham, Cllr Richards, Cllr Mikelis, Cllr Best, Cllr Allan, ESCC Cllr Bennett and the Clerk.

Two members of the public were present at this meeting.

MINUTES

1. Apologies and reasons for absence.

Apologies were received and accepted from Cllr Brendon Welsh

2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.

Cllr Goss declared a personal interest in respect of item 18 of this agenda.

3. Minutes of 21st May 2019 Annual Parish Council Meeting to be agreed and signed as a true record.

The minutes of 21st May 2019 were not agreed due to Cllr Allan having a query over item 21 of those minutes.

The meeting was then suspended at 1937 hours for members of the public to express a view or ask a question about any item on the following agenda.

One parishioner raised his concerns over policies not being consistent with legislation. The parish council's policy about recording of public meetings says that the person wishes to recording should inform the Clerk, however, this parishioner feels that they have no obligation to notify the Clerk.

Cllr Goss confirmed the wording said that they should inform the Clerk and that the recording should be done overtly.

The member of the public offered to leave some paperwork about this legislation.

The meeting re convened at 1943 hours

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4. Clerk and Councillor reports arising from the minutes of 21st May 2019 not covered elsewhere in the agenda.

There were no reports.

5. Councillor Reports:

5.1. Cllr Geoffrey Draper (WDC) – not present at this meeting.

5.2. Cllr Nick Bennett (ESCC) – would like to stay for next two items of the agenda and be of assistance, if required.

Cllr Richards asked Cllr Bennett about the removal of the verge at the bottom of Nash Street – Clerk advised that this is being re inspected by the Highways Officer on Thursday of this week.

6. Correspondence:

6.1 Rights of Way Improvement Plan: East Sussex Rights of Way are currently carrying out a review of their Rights of Way Improvement Plan (ROWIP). The ROWIP sets out the County Council's plans to improve the public rights of way network and access to the countryside. They have a duty to review the plan every ten years.

During 2019 they will be carrying out an initial consultation with key user groups and interested parties, in order to then draw up our draft ROWIP, which will be published for formal consultation in January 2020. The final plan is expected to then be published in summer 2020. Information on the current Rights of Way Improvement Plan is available here <https://www.eastsussex.gov.uk/leisureandtourism/countryside/rightsofway/rights-of-way-in-east-sussex/rights-of-way-improvement-plan/>

Given the parish councils interest in countryside access, they would like to gather the parish councils' views on how they can develop their new plan and have the following questions for our consideration:

1. What do you think is good about access to the East Sussex countryside?
2. How do you think ESCC could improve access to the countryside and what are the barriers?
3. What do you think ESCC should be trying to achieve over the next 10 years for Countryside Access in East Sussex?

If the parish council have any views on the above questions please send your response by 4th July to rightsofway@eastsussex.gov.uk

Cllr Goss has received an email from a parishioner requesting that there are more bridleways where horses and riders can get off the road - as there is so much traffic. Cllr Goss has advised the parishioner to write to Rights of Way team.

Cllr Richards asked who is responsible for maintenance of stiles on private land. Cllr Bennett advised that the County Council are usually responsible, but where it passes through private land, then it becomes the landowner's responsibility.

Footpath at Nash St its blocked by stock proof fencing. **Action:** Cllr Richards to pass on the full details to the Clerk who will report this to ESCC Rights of Way team.

Cllr Mikelis commented on the length of the Rights of Way Improvement Plan document being too much information and not user friendly.

6.2 PLEASE NOTE – *the following item does not carry any view of the parish council. The parish council have been asked to make parishioners aware of this public meeting:*

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The East Sussex Branch of the South Coast Alliance for Transport and Environment (SCATE) are calling this meeting as they are opposed to potential plans. The public meeting is taking place on Wednesday 26th June at 6.30 p.m. in Selmeston Village Hall.

The parish council is not aware of any formal consultation from ESCC/Department for Transport currently.

Cllr Bennett advised that this meeting has been called by SCATE as they have concerns over the route of an off-line dual carriageway, and the subsequent disruption for the surrounding villages.

This is a Highways England scheme, at a proposal stage. The latest business case has gone to DoT and not been made public.

Cllr Bennett would personally rather we improve the roads we have. There will be a later consultation, but not a consultation at the business case stage.

Cllr Goss advised those present at this meeting that the request was from SCATE for the parish council to promote the meeting to parishioners.

Chiddingly parish council has put this on the agenda and minutes, and Cllrs are welcome to attend as individuals should they wish to.

7. Jubilee Field and verge – there are some cones on the verge, placed by the Highways – but the parish council are unsure what work is to be carried out.

8. Jubilee Play Park

8.1 Update on the repairs required to the broken gates and one gate catch

Resolved: the gate and latch have been repaired.

Cllr Newham has been made aware that the gate for play park has damaged again within 24 hours. **Action:** Cllr Newham will make some enquiries and attempt to fix it next week.

8.2 To consider quotes for the replacement picnic bench. The parish council considered whether to have a timber or recycled plastic one.

Cllr Tolhurst advised that the bench on Ringmer Green is made from recycled plastic, and it has lasted very well.

Would be better to keep the bench in the toddler's area, so parents/carers could keep closer eye on younger children.

Resolved: the parish council reached a unanimous vote to order 6-seater standard picnic table at a price of £460 and to use CIL funds for these costs.

8.3 To consider quotes for the replacement paling fence on the hedge side of the park

Resolved: the parish council considered the quotes and reached a unanimous vote to approve Farley Fencing as the contractor at a price of £580 and to use CIL funds for these costs.

Cllr Goss realised he knows an employee of Farley Fencing so declared a retrospective declaration of interest.

Action: Clerk to ask Farley Fencing to proceed with the works at £580.

8.4 To consider quotes for the replacement swing seats. The supplier of the play equipment is Playdale Playgrounds Ltd. The price for the replacement swing seats is £568.96 including delivery. These costs can be met from CIL funds.

Deferred: the parish council will decide on this once they have received the Play Inspection report.

Emergency access sign – the cost for a new sign is £76 – this will have contact details for the Clerk, Cllr Newham and Cllr Goss. **Resolved:** the parish council reached a unanimous decision to order the new sign as above, and to use CIL funds for these costs.

No dogs sign – the Clerk has ordered and received a replacement 'no dogs' sign for the entrance to the play area (cost £18). Cllr Newham will kindly put the sign on the gate to the play area in a couple of weeks' times.

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8. Jubilee Garden – to consider the removal of the ‘round’ bench in the Jubilee Garden
Cllr Newham believes this to have very little value and if anyone wanted to remove it –
their labour would be adequate payment.

The parishioner who was previously interested in this item, is no longer interested.

Action: Clerk to ask Vince Fisher to remove and dispose of the old bench.

10. Noticeboards – update from the Clerk.

The new (public) noticeboard has been fitted on the recycling centre fence in the Village Car
park. It is lockable, and Vince Fisher is going to attach the key via a chain.

The location of the single noticeboard is not yet decided. Deferred: for further consideration by
Cllr Goss and Cllr Welsh.

11 Councillor Reports:

11.1 **Village Shop** - Cllr Goss has spoken to Patrick O’Hare who is happy to continue to attend
the shop on the second Saturday of the month and pass any messages/information back to the
parish council.

11.2 **Saturday Morning Market** – update from Cllr Goss nothing to report
Cllr Welsh due to attend 6th July 2019 if the new rota is approved.

11.3 Resolve to approve the new Saturday morning market rota as circulated by the Clerk.

Resolved: the parish council approved the new rota.

*Please note: The August Saturday market isn’t being held here at the Village Hall, due to the
refurbishment works and will be held in the school hall instead. Cllr Tolhurst is attending that
market.*

12. **Footpaths** – any new issues to report?

There is a block footpath in Nash St. Action: Cllr Richards to pass full details on to the Clerk
who will inform ESCC Rights of Way Team.

The Footpath at the side of Birch Cottage, Muddles Green is very overgrown and tricky to
pass. Action: Clerk to report to ESCC Rights of Way Team.

13. Highways

13.1 Update on the works that took place on the verges in Nash Street. **Update:** The Clerk is
aware that some remedial works have taken place and ESCC Officer is going to be inspecting
these at the end of this week.

Verges around the parish have been cut. During this a road sign has been damaged. This has
been reported and will be replaced.

Swansbrook Lane – the parish council previously notified Highways that the bridge has been
damaged. Protective barriers were put up. A sign went up to say lane will be closed for 4 days
– but then the signs taken away and no works have happened. **Action:** Clerk to ask for an
update on this case.

14. Financial Matters – Clerk

14.1 To approve the Bank reconciliations for April and May 2019. **Resolved:** the parish council
approved the bank reconciliations for April and May 2019.

Cllr Mikelis has a query over the reconciliations – the Clerk will go through the figures and
procedures with Cllr Mikelis and Cllr Allan to explain the RBS system

14.2 To approve and authorise accounts payable (as detailed on the payment list). **Resolved:**
the parish council approved the accounts payable. Cheques 102348 to 102362 inclusive.

Cllr Allan queried the payment to Barcombe Landscapes, and the Clerk was able to explain this
was for 2 x cuts to Jubilee Field grass, as contracted. Cllr Allan also queried the payment to
ICUK – which was explained this is for the internet & telephone presence.

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14.3 New signatories required for the bank mandate. Cllr Newham and Cllr Marchant have offered to be signatories on the mandate. They need to take in the relevant identification to the bank. The Clerk has provided them with all the information. Ongoing: Cllr Newham and Cllr Marchant to provide the identification documents to Barclays and then the mandate forms will be completed.

14.4 Update on creation of an earmarked reserve on RBS for CIL funds. **Resolved:** this has been created and the CIL funds are now accounted for within this EMR, as well as having their own bank account.

15 Parish council policies to review and approve the following policies/documents:

- Recording of public meetings

Cllr Goss advised that this policy has been in place of several years.

Enquiries have been made with SSALC. The Clerk is an employee of the council and not elected councillor so has the right not be filmed, and this is another reason why the parish council policy says that they wish to be informed at the start of the meeting if anyone wishes to record the meeting. The Clerk would then arrange to be out of sight for the recording, but allow for the public meeting to be recorded, as per legislation.

Cllr Goss asked if the policy could be approved as circulated?

Cllr Allan then informed those present at this meeting that he had been recording the meeting since the start.

(This was not from an overt, static point, and the parish council has not been informed prior to the meeting starting).

Cllr Tolhurst objected to this and raised his concerns.

Cllr Newham suggested that maybe a change of wording would help for the policy to be agreed and approved.

Cllr Goss asked who was in favour of adopting the policy by a show of hands. All Cllrs present, except for Cllr Allan, raised their hands to indicate approval.

Standing Orders also has an item about Recording of Public meetings. A change of wording is required from SHALL to SHOULD notify the Clerk or Chairman.

Cllr Goss asked who was in favour of this change of wording, by a show of hands.

All Cllrs present, except for Cllr Allan, raised their hands to indicate approval.

16 Code of Conduct - to review and adopt the Code of Conduct, as circulated by the Clerk prior to the meeting. Cllr Mikelis raised queries on pages 2,6, and 9 and the information was given. **Resolved:** The parish council reached a unanimous decision to approve the Code of Conduct

17 Chiddingly Parish Council Annual Assembly - update from Cllr Goss

Cllr Goss was very pleased with the numbers turning out for the Annual Assembly.

Some of the suggestions:

Expenditure of CIL funds.

Expenditure of parish council reserves.

Ongoing problem of Highlands Lane being used as a rat run. One suggestion came after the meeting, which Cllr Goss is unsure if can be done or not – could be controversial – so is asking Cllr Bennett for initial advice in first instance.

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Community Speed Watch initiative. Last time police limited use due to safety of persons operating. Cllr Marchant agreed to take this project forward.

Action: Clerk to obtain Speedwatch contact details for Cllr Marchant.

Cllr Allan - there is a useful study on what slows people down coming into villages.

Build entrance up to look like entering somewhere new.

Action: Cllr Allan asked to provide this study to the Clerk.

18 Community Land Trust – an update from Cllr Goss.

Communication continues with Tony Penrose. Awaiting Community Housing Hub for advice on who CLT need to speak to at WDC – trying to set up a meeting.

WDC have some funds that CLT are trying to access.

19 Capital Projects – initial discussions – Cllr Goss

Kerb along Jubilee Field verge

Cllr Allan said this is not something we should get involved in – that is Highways.

Cllr Goss explained re match funding initiative whereby this could be a joint venture between a parish council and county council. **Action:** Cllr Newham will make some enquiries about this.

Electric car charging point in the village car park. **Action:** Cllr Allan will investigate this project.

Upgrade footpath to connect Muddles Green and Chiddingly. Would need to identify exactly where existing footpath is, and if a new route is required. This would need researching.

There are some already in existence – so could be case of reinstating and improving.

Cllr Newham believes a new footpath alongside the road would be the best option.

Cllr Best made apologies and had to leave 2124 hours.

Community Swimming pool at the school. Action: Cllr Goss will ask Cllr Welsh to get some ideas and figures on this.

Adult exercise equipment and kids play area in Chiddingly outside village hall. Action: Cllr Newham – would like to take on this idea.

20 GDPR and email – update from Cllr Goss

Deferred: to July 2019 as Cllr Goss has not had opportunity to do this.

Cllr Goss would like to reiterate if there is a concern about private email to speak to him about it. Create a new email address for parish council email – and Cllr Goss will re direct the email.

Let Cllr Goss know your email that you set up – and he will make sure this is redirected to the email address provided by the Cllr.

This is a stop gap until Cllr Goss has opportunity to review this.

21 Honorary Titles – Cllr Goss/Cllr Mikelis

Cllr Mikelis found within the good Cllr guide – have the right to award honorary title.

Josie is exactly type of person who deserves something like this for her contribution to the community.

Cllr Goss - asked SALC – here is the response from Trevor Leggo: ‘I can find no precedent for bestowing freedoms on deceased persons by a parish council. This would involve the Register of Freedoms which in my experience is signed by the recipient. The usual method of recognising someone’s past contribution to the community is to plant a tree with a

supporting plaque and suitable inscription, or an oak bench with a suitable inscription. This can be funded by the PC using its S137 power, you do not need GPC'.

The parish council agreed it would be nice to commemorate Josie in some suitable way.

It would be good to ask parishioners for their thoughts on this. Deferred: To be discussed in September.

22 Any items for inclusion on next month's agenda:

Capital projects feedback from relevant Cllrs

- *The next planning meeting will take place on 25th June 2019 in Chiddingly Village Hall at 7.30 p.m.*
- *The next parish council meeting will take place on 16th July 2019 in Chiddingly Village Hall at 7.30 p.m. followed by the planning meeting (as the Village Hall is closing for refurbishment works).*

DRAFT

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