

Chiddingly Parish Council
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14 April 2021

Minutes of the Chiddingly Parish Council meeting held on 13th April 2021 at 1930 hours via Zoom conferencing.

Present: Cllr Richards (Chairman), Cllr Mikelis, Cllr Tolhurst, Cllr Luke, Cllr Welsh, Cllr Marchant (joined later), Cllr Draper (WDC), Cllr Bennett (ESCC), Andy Barnes (Tree Warden) Julie O'Donnell (Clerk)

2 members of the public was present online at this meeting and 1 joined after the meeting had started.

Minutes

1. Enquire whether anyone present intends to film, photograph and/or record the meeting and ask if any member of public present has any objections to being filmed by a third party.
No members of the public wished to film the meeting
 2. Apologies and reasons for absence.
Apologies received from Cllr Newham and Cllr Allan
 3. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.
No interests were declared.
 4. Minutes of 9th March 2021 Parish Council Meeting to be agreed and signed as a true record.
- Resolved:** Minutes were agreed and will be signed by Cllr Richards.

The meeting was suspended to allow a member of public to speak about item 19.3. He lives in a neighbouring house and has strong objections to the planning application. He sent an email to the parish council detailing his concerns prior to the meeting.

He has several points to raise, the 70% increase in size is not acceptable, the barn is sited opposite Jefferay House which is part of Chiddingly Place and has two Grade 2 and two Grade 2 buildings and forms an interesting area of historic and architectural merit.*

There is no proven need for the increase in size, if the extension is approved it will reduce the distance between the heritage assets and the barn by 20 metres, it will dominant the street scene and encroach on the conservation area. There is no parking provision which may result in unacceptable on road parking during the busy Christmas period.

PAGE:

NAME:

SIGNATURE:

DATE:

*Cllr Richards asked whether anyone had any objection to discussing the matter now and reordering the agenda. The council unanimously agreed to the re-order.
Meeting reconvened.*

19.3. Application: [WD/2021/0517/F](#)

Location: Barn Farm, Highlands Lane, CHIDDINGLY, BN8 6HE

Description: Proposed extension to agricultural barn and use for one month of the year for storage and distribution of processed turkey meat.

Chiddingly Parish council response: the parish council feel that the proposed extension is too large and question the agricultural need. The barn would be intrusive and encroach on the conservation area. The parish council feel it is sited in the wrong place and would support if sited away from the heritage assets, road, and hedge line.

The council unanimously vote to object to this application.

Action: Clerk to send email to Cllr Bennet with details of the application. There is potentially a Highways issue regarding traffic movements and safety.

5. Clerk and Councillor reports arising from the minutes 9th March 2021 not covered elsewhere in the agenda:

None

6. Councillor Reports:

6.1. Cllr Draper (WDC).

Cllr Draper advised the Local Plan is well underway and progressing. He also advised that a planning application for Place Corner cottage had been approved at Committee level.

6.2. Cllr Nick Bennett (ESCC)

Cllr Bennett advised the County plan had been published on 1st April and was available to read. Business had slowed slightly as they wait for elections on May 6th.

Cllr Mikelis asked both councillors what the County and District had in place regarding remote meetings. Both councillors felt the Government would extend the current legislation, but some contingency plans had been put in place if not.

Cllr Bennett advised ESCC are still awaiting to hear, contingencies are being planned and they do have some facilities available where face to face meetings could be held safely.

Cllr Draper advised that Wealden have equipment and facilities available for hybrid meetings. This means councillors and public can attend in person or remotely. He suggested the parish council speak to Wealden regarding using these facilities as an option. Cllr Draper confirmed he would not be attending face to face meetings after the 7th May 2021. He is not comfortable to do this.

7. Correspondence:

SSALC update - The Board of ESALC have appointed Trevor Leggo CEO to work the equivalent of two days each week and be available to deal with guidance and advice in response to issues we might have on behalf of the Council. The new email address will be trevor.leggo@esalc.co.uk

Should we wish to commission new councillor or chairmanship training for a whole council, this will be delivered by Trevor Leggo. Training in general will continue, the exact details to be filled in as soon as possible but including New Clerks training, Planning briefings and plans to access a range of other courses as previously.

A more formal newsletter is in planning at present and will give more details soon.

8. Tree Warden Report – Andy Barnes to update the council (report previously circulated)

Andy, Cllr Richards and Cllr Marchant are still to get together to discuss the previous plans and siting of a memorial garden. Andy has limited availability and will be away for a month. Cllr Welsh offered

PAGE:

NAME:

SIGNATURE:

DATE:

to attend with Andy if others are not available, he will meet Andy and report back to the council. Andy will email Cllr Welsh and Cllr Marchant.

The hedgerow for the rewilding will be delivered within the next two weeks, approximately 200 trees to follow the perimeter of the rewilding fence line.

There are a few schemes possibly available which Andy is awaiting a response from, a lot of these are not available to local landowners but to community or parish owned land. The tree council has launched its new campaign to plant and regenerate hedgerow which may be available to the parish council. Cllr Marchant confirmed that he has had a response from The Woodland Trust who are interested in helping with the re-wilding project. They advised him to contact them with further ideas. Andy is still trying to find out more about Wealden's tree and hedgerow strategy.

Cllr Mikelis asked, if we do not receive any external funding would the parish council consider using some of the money held. Cllr Richards suggested we should, if the funds are there, we should use them. We should try and see what funding is available and then decide what the parish council pays.

Action: Cllr Welsh and Cllr Marchant to meet with Andy Barnes at Jubilee Field.

9. Jubilee Field rewilding project – Cllr Marchant to update.

Cllr Marchant confirmed the hedgerow is on its way, he will need help planting this. He also had concerns regarding the pond and the fact there are no life saving equipment there. He was of the understanding that now it is enclosed we need to provide a life aid and warning signage.

There are signs of growing and the nest boxes seem to be in use. The area just needs to be left to grow now.

Action: Clerk to contact insurer and play park inspector for advice.

10. Jubilee Fields play park check – Cllr Newham to report any issues.

Cllr Newham emailed his points prior to the meeting.

- a) The fence for the twitten has now been installed, and the path is being laid tomorrow.
- b) Jubilee field entrance path -Cllr Newham has spoken to Vince and he has advised he would charge approx. £300 for labour and material would cost approx. £400. Do the council agree for Vince to go ahead?
- c) The fencing at the playpark is broken, and Cllr Newham does not have time to fix this. He has spoken to Vince who has confirmed it would be less than a day's work to do this. Do the council agree for Vince to fix it?
- d) Jubilee Field grass cutting – he would be against ceasing cutting the grass in the field.

Resolved: The council unanimously agreed for Vince to lay the matting at the entrance to Jubilee Field. This will be funded with CIL money.

The council unanimously agreed for Vince to repair the fence.

The council discussed the cutting of the field, Cllr Marchant would like to leave it to see how it grows. Perhaps cut it back in the Autumn instead of regularly every month. He would like to leave the area near the woods wild. The grass will never grow 3/4ft high, just wildflowers and grasses. It is not a sports field, just a field. Council unanimously agreed to leave a section uncut from the playground to the rewilding area.

Action: Clerk to contact Barcombes and advise the whole field should not be cut.

11. Parish Council meetings after the 7th May 2021. The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 is in place until May 7th 2021. The legislation gives the power to conduct remote meetings. The Government have confirmed that this legislation will not be extended past this date.

- 11.1** To discuss and agree a temporary plan for holding parish council meetings. A scheme of delegation would need to be approved if face to face meetings are postponed.

Scheme of delegation –

For the period that meetings of Chiddingly parish council remain postponed, the Chairman will propose any motion to Councillors by email. At the same time, he will also propose a set period (such as two or three days) for Councillors to revert expressing their agreement or otherwise to the motion. A decision will be deemed to have been reached based on the majority of responses in the same manner as done under the Council's standing orders for actual meetings.

The above procedure will also apply to decisions of a financial nature. Once a decision is agreed to make a payment, the relevant cheque will be signed by the authorised signatories in the usual way.

Cllr Richards explained that the rules cease on 7th May. Whilst lockdown begins to lift, we should still all remain cautious and really the attendance of a face-to-face meeting is a personal choice. Meetings after the 7th May 2021 could be postponed and the parish council review the situation as it unfolds. If case numbers start to increase it may not be right to hold face to face meetings. The parish council must hold 6 meetings per year, we could postpone June and July and resume meetings in September when the situation may be very different. We have only just started to emerge from the current lockdown so no clear picture yet.

Cllr Welsh suggested the council should meet face to face, he sees no reason why the council could not meet following current covid guidance at the village hall. Cllr Mikelis asked does the planning meeting need to be held face to face, as a committee can this still be held remotely. Cllr Tolhurst was not sure but if the scheme of delegation were adopted the planning applications could be dealt with via email. Cllr Mikelis asked the clerk to confirm, she thought as a committee group this could be held remotely the same way a working group meeting is held. Clerk to confirm details.

Cllr Tolhurst suggested the scheme of delegation is adopted as it has been by other parishes in the cluster meetings. We hold the Annual Parish Meeting on the 4th May and then review the situation for June and July depending on how things are going.

Cllr Mikelis feels it maybe ok even with public attendance that we meet in the hall; we could delegate those councillors who are happy to meet face to face or we could just postpone for one month and review again.

Cllr Richards thought it wise to postpone the meeting in June and review for July, if ok we space out in the hall and follow covid guidance.

Cllr Welsh was in disagreement and thought the June meetings should go ahead. It was suggested a review at the end of May, this allows 5 weeks between meetings so the country maybe in a different position.

Action: Clerk to confirm whether planning meetings can still be held remotely.

Resolved: The council unanimously agreed to adopt the scheme of delegation and review the situation at the end of May. This delegation may not be required at all but will be in place just in case.

NB. *The scheme of delegation would be for mandatory business only to allow the council to continue to run. These include monthly financial payments and the consideration of planning applications.*

No other council business would be considered via this method.

11.2 To consider moving the date of the Annual Parish Council meeting forward to before the 7th May to ensure the statutory duties are fulfilled. The clerk has suggested Tuesday 4th May 2021.

Resolved: The council unanimously agreed to hold the Annual Parish Council meeting on the 4th May 2021 remotely, this will include the planning meeting.

12. Spring clean 2021 - Great British Spring Clean national event, organised by Keep Britain Tidy, is scheduled to happen between the 28th May and 13th June <https://www.keepbritaintidy.org/get-involved/support-our-campaigns/great-british-spring-clean> Their website includes information and advice about organising an event, including Covid-19 guidance.

To appoint a Cllr to co-ordinate this years' Spring Clean and set a date for the event.

Cllr Welsh suggested Sunday 30th May to hold this year's spring clean. Cllr Mikelis and Cllr Welsh will work together and organise the event. The equipment is available and stored in the village hall.

PAGE:

NAME:

SIGNATURE:

DATE:

Posters will be put up in the village and added to the noticeboard and website asking for volunteers. Cllr Mikelis suggested details are sent to the parish magazine for publication. He will contact the editor.

Action: Clerk will send all information to Cllr Welsh and Cllr Mikelis and advertise the event.

13. Policy review – To agree a review period for all parish council policies.

The clerk has suggested that the policies are reviewed biennially unless there are any model or legislative changes. The exceptions would be Standing Orders, Financial Regulations, Risk Assessment, and the Fixed Asset Register which would continue to be reviewed annually.

Resolved: The council unanimously agreed to the clerk's suggestion of reviewing the majority of the policies every two years except for Standing Orders, Financial Regulations, Risk Assessment, and the Fixed Asset Register which would continue to be reviewed annually.

14. Weald Challenge Trail Races - Sunday 14th June 2020 – update from Cllr Newham

The clerk advised that the organisers have sent through details of how the race will be organised and run. This has been forwarded to the council who confirmed they were happy with the specifics provided. The route has been changed to avoid narrow tracks which is acceptable to the council. The council agreed to the use of Jubilee Field for parking.

15. Car park fencing – update from Cllr Newham

Update given in item 10.

16. Highways – Update from Cllr Allan

Cllr Allan was absent from the meeting.

17. Donation of Peace sculpture – update from Cllr Tolhurst

Cllr Tolhurst confirmed MOSAG have agreed to house the sculpture. Noel Hardy will be contacting the sculptor directly on behalf of MOSAG to arrange the siting. Cllr Mikelis asked who would own the sculpture, Cllr Richards understood it was a gift to the parish. The parish council had agreed that they would cover insurance costs, but should it be added to the asset register, would it be the council's property on loan to MOSAG? Is it a village asset? If it is passed to MOSAG they should hold full responsibility for it, if it is the parish council it should be added to the asset register. Cllr Tolhurst will discuss with MOSAG and report back.

18. Financial Matters

Until the financial year end procedures are completed, any payments for the new financial year cannot be input into RBS, so there will be an excel document of payments, and not an RBS payment report.

18.1. To approve the Bank reconciliations for March 2021.

Resolved: the parish council unanimously agreed to approve the current account reconciliation and the savings account reconciliation for March 2021

18.2. To approve and authorise accounts payable for April 2021 (as detailed on the payment list).

Resolved: the parish council unanimously agreed to approve the accounts payable, cheque numbers 102579-102596 totalling £6280.04 and CIL cheque numbers 100068-100071 totalling £2007.47

18.3. To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation and Council Detail report

Resolved: the parish council acknowledged the RBS reports circulated by the clerk and no questions were raised.

18.4. To review and approve the Fixed Asset Register as of 31st March 2021

Resolved: the parish council confirmed review and approved the fixed asset register. Cllr Mikelis had a query regarding the disposed assets and why they still appeared. The clerk advised for audit trail but will discuss with the internal auditor in May.

PAGE:

NAME:

SIGNATURE:

DATE:

18.5. To acknowledge receipt of the pension contribution changes letter for employer and employee contributions

Resolved: the parish council acknowledge receipt of the contribution changes.

19. Wealden District Council invite Chiddingly Parish Council to act as a consultee on planning applications. Wealden District Council have deadlines to meet when determining planning applications, and therefore set deadlines for when the parish council needs to respond by. On occasions this deadline falls before the next planning meeting, and so the following applications need to be considered by the parish councillors at the parish council meeting.

19.1.

Application: [WD/2021/0415/F](#)

Location: Carewell House, Chalvington Road, Golden Cross, Hailsham BN27 3SS

Description: New timber barn for housing dog kennels

Chiddingly Parish council response: The parish council feel that the application will result in an overdevelopment of the site which will cause a visual intrusion to the surrounding area. There will be noise nuisance caused by the dogs housed in the kennels and an increase in traffic movement. The parish council unanimously vote to object to this application.

19.2 Application: [WD/2021/0459/F](#)

Location: Carrbrook Farmhouse, Stonehill, CHIDDINGLY, BN8 6HQ

Description: Two-storey side extension to farmhouse and change of use of land to domestic to allow extension of residential curtilage

Chiddingly Parish council response: The parish council have no objection to this application and unanimously vote to approve it.

19.4. Application: [WD/2021/0517/F](#)

Location: Barn Farm, Highlands Lane, CHIDDINGLY, BN8 6HE

Description: Proposed extension to agricultural barn and use for one month of the year for storage and distribution of processed turkey meat.

Chiddingly Parish council response: the parish council feel that the proposed extension is too large and question the agricultural need. The barn would be intrusive and encroach on the conservation area. The council feel it is sited in the wrong place and would support if sited away from the road and hedge line.

The council unanimously vote to object to this application.

Cllr Tolhurst asked if anyone had anything to raise at the Parish Panel meeting next week. He will raise short application notice. No one had anything else to raise.

Meeting end 21:22

- *The next virtual planning meeting Tuesday 27th April 2021 at 7.30p.m via Zoom conferencing.*
- *The Annual Parish Council and planning meeting will be held on Tuesday 4th May 2021 at 7.30pm via Zoom conferencing.*

For information.

Below is a note of items that are under consideration by the council prior to Covid19 lockdown. These are currently underway or have been discussed for action by the council previously. This is not an exhaustive list but enables council members to see what is going on and members of the parish to see and make comment should they wish.

- Stream Mill bridge

PAGE:

NAME:

SIGNATURE:

DATE:

- Speedwatch
- Mobile Phone Mast
- Lighting at entrance to the village car park
- Maintenance of Bus shelters
- Funds for Chiddingly Primary school outside area match funding

PAGE:

NAME:

SIGNATURE:

DATE: