

Chiddingly Parish Council
www.chiddingly.gov.uk

Chairman
Julian Richards
Cherry Trees
Nash Street
Chiddingly
East Sussex

Clerk
Claudine Feltham
1 West View
High Street
Horam
TN21 0EZ

e-mail: julian.richards@chiddingly.gov.uk

e-mail: clerk@chiddingly.gov.uk

22nd January 2020

Minutes of the Chiddingly Parish Council meeting held on 21st January 2020 at 1930 hours in Chiddingly Village Hall.

Present: Cllr Richards (Chairman), Cllr Tolhurst, Cllr Strong, Cllr Newham, Cllr Welsh, Cllr Marchant, Cllr Mikelis, Cllr Allan, Cllr Best and Claudine Feltham (Clerk).

Two members of the public were present at this meeting and Tree Warden Andy Barnes

Cllr Richards read the following statement: This meeting may be recorded, the parish council do not record the meeting, but you are at liberty to record should you wish. Cllr Richards explained that this statement would be valid for each meeting, but he would not necessarily repeat it at each meeting.

MINUTES

1. Apologies and reasons for absence.

Apologies were received from WDC Cllr Draper.

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

No declarations of interest were made.

Cllr Marchant advised those present at the meeting that he was suffering with hearing problems, and so explained that he could not hear anything that was being said and made apologies for not being able to stay for the remainder of the meeting.

3. Minutes of 17th December 2019 Parish Council Meeting to be agreed and signed as a true record.

At 1937 hours the meeting was suspended for the Public to express a view or ask a question about any item on the following agenda.

A member of the parish spoken about Speedwatch and how there was a group who previously dealt with Speedwatch in the village, they were able to get hold of equipment and volunteers at that time.

PAGE:

NAME:

SIGNATURE:

DATE:

The meeting re convened at 1939 hours.

4. Clerk and Councillor reports arising from the minutes 17th December 2019 not covered elsewhere in the agenda: The Clerk had circulated a report about the Local Plan following the Parish Panel meeting.

5. Councillor Reports:

5.1. Cllr Draper (WDC) – had sent apologies for not being able to attend this meeting.

5.2. Cllr Nick Bennett (ESCC). Cllr Bennett has asked WDC Planning department for an update on the industrial unit development at Nash Street. WDC still have significant concerns and the Highways team are very aware of the concerns about the access.

Cllr Welsh commented that he had heard that the proposed industrial unit would be joining up with Swallows Oast Business Park and that they would be creating an access point in this area and directly on to the A22. Cllr Bennett advised that he try to get a full update for the next parish council meeting.

The budget process has started, and meetings were ongoing with the idea of taking the budget proposals to full council in February. Also considering their spending review, for the first time in 11 years ESCC have a small surplus, which means that they will not have to make any additional savings, apart from what were already scheduled. The small surplus of funds would direct towards Social Care.

Cllr Bennett has proposed for an additional £1 million pounds to go into road resurfacing, and to install additional drop kerbs in towns to help disabled people.

Cllr Mikelis raised his concerns over the ESCC Highways report about the Nash Street development, and how at the end of their report, there was a telling section. 'WDC Planning Office insisted that Highways lift their objections, Highways conclude we have bowed to WDC request although we still think this is wrong'. Cllr Bennett asked for a copy of this report to be forwarded to him so he could read the comments.

Action: Clerk to send the Highways report to Cllr Bennett.

Cllr Bennett was asked if any of the surplus money be used towards Chiddingly Primary School to help with the repairs of their outside exercise/play equipment which has rotted and was now not useable. Cllr Bennett explained that the budget for the school goes direct from the Education department to the school and it is up to the school to manage their budget appropriately. However, if there was a particular problem Cllr Bennett could look at this and make representation on the school's behalf to the Education Department.

Action: Clerk to send the report and photographs from the school to Cllr Bennett.

Cllr Mikelis spoke about the Climate Change action email that had come from Cllr Bennett.

There was a link to evidence-based actions. Cllr Mikelis went through this. For a parish council like ours, of 31 actions there are only 5 actions that could be relevant. One is introduced measures to encourage cycling and walking, another for electric car charging reducing waste by giving documents electronically, encourage schools to cut carbon.

Cllr Mikelis was concerned that this was too high a level for parish councils.

Cllr Bennett – this information generated by Imperial College London. It's a list of things that could be considered, if any relevant to the parish council that would be great. Idea is they are giving you a list of potential tasks – to get people motivated. A local example

PAGE:

NAME:

SIGNATURE:

DATE:

being in Uckfield where the new housing developments are including electric car charging points.

Cllr Allan added that as a parish council we have been considering electric charging point. He had been trying to obtain statistics but has run in to complete dead ends. He had approached the Gun for data, but they do not have any. So, he approached their provider (ROLEC) who said they could not give out any information to him under data protection rules.

Cllr Bennett commented that you really need to establish if there is an actual need within the parish for an electric charging point. Also – could contact AiRS to see if they hold any information. **Action:** Cllr Allan to make contact with AiRS.

Cllr Newham asked if ESCC get involved with provision of mobile phone masts, for areas of little service. Cllr Bennett advised that it generally comes from the mobile phone companies who try to identify relevant sites. Cllr Richards: surely it is up to the phone companies to see if it is a profitable choice?

Cllr Tolhurst raised his concerns to Cllr Bennett about exceptionally large vehicles trying to go through the lanes, and what is the criteria for 7.5 tonnes weight limit except for access? Cllr Bennett explained that there is a criterion to be met. Cllr Richards also commented on how building works traffic for the new houses at Horam was coming up through Chiddingly.

6. Correspondence: no relevant items for discussion at this meeting.

7. Jubilee Play Park – any new issues to report?

Cllr Richards advised that he had received a report from a parishioner that the entrance area to Jubilee Field is rather muddy.

This will be due to the amount of rain we have recently suffered, everywhere is wet and muddy. Cllr Allan asked if we could put woodchip down to help? Cllr Strong asked if we should put a sign up?

Cllr Richards is aware that Horam park is also closed at this time, for the same reasons.

Action: Cllr Newham to monitor this initially.

8. Jubilee Garden – No new issues to report.

9. Councillor Reports:

9.1 Saturday Morning Market: *There is no Saturday morning market in January. Cllr Tolhurst is due to attend 1st February 2020. Cllr Marchant is due to attend 7th March 2020.*

10 Footpaths – Cllr Newham: no new issues to report, everywhere is very muddy but no complaints have been received.

11 Highways

11.1 Stream Mill bridge – damage due to recent flooding. **Update:** a parishioner made the Clerk aware that there had been some damage to the bridge during the recent floods.

This has been reported to ESCC Rights of Way team to assess. Cllr Welsh – should this be passed to English Heritage? **Action:** Clerk to pass this on to English Heritage.

11.2 Fingerposts. **Update:** the two broken fingerposts will be dealt with by Phill Signs as soon as possible. ESCC Contracts Department have received all of the paperwork required for match funding and have agreed to pay 50% of the costs for the two broken posts. This can be claimed from ESCC after we pay the invoice.

Phill Signs and Jakk have both been chased, a few times, for providing a maintenance package but this has not yet been received.

PAGE:

NAME:

SIGNATURE:

DATE:

11.3 Chiddingly – please drive carefully signs. **Update:** Cllr Newham has attended Print Matters and ordered some additional clamps to attach the signs, they will be fitted as soon as the clamps are available. The posts are leaning somewhat, so will need to see how it looks!

11.4 Muddle Green verge. **Update:** ESCC have sent the following update: *‘The local Highway Steward carried out an inspection and advised there are no areas of the road that meet our criteria for repair or causing a safety concern. As such, we will not be carrying out any repairs at this time. Please be assured the Steward will continue to monitor the condition of the road on his regular inspections of the area’*

When Cllr Newham saw the ESCC staff at the location previously they were looking into the possible options for the corner, so hopefully something more positive will come back.

11.5 Potholes on the approach to the church – Cllr Tolhurst/Clerk. **Update:** The Clerk reported that potholes to ESCC. They have confirmed that they are responsible for the road up to the entrance of the church. This is where the main potholes are and so will be dealt with ESCC Highways.

Cllr Richards also reported a large pothole by entrance to Village Car Park – this pothole is in the middle of the junction and keeps getting churned up. Cllr Strong this needs to be dealt with properly.

Cllr Tolhurst – there is also a pothole near to the Village Hall, but the person who said they would fix it can’t as its always full of water.

Deferred: put on agenda for March to consider getting quotes for full repairs to take place during the summer period.

Cllr Welsh – there is no lighting to the entrance of the car park. Cllr Tolhurst – this was considered before but was too expensive. **Deferred:** add this to the next agenda.

Cllr Allan: there are also potholes outside of Field View Cottages. **Action:** Cllr Allan will report this to ESCC Highways.

12 Financial Matters

12.1 To approve the Bank reconciliations for December 2019. **Resolved:** the parish council reached a majority decision to approve the bank reconciliations for the current account, CIL account and savings account for December 2019.

Cllr Mikelis – I still have an issue with reconciling the figures. It appears to be out on my reconciliation, and it is by the amount on two cheques. The Clerk advised that the balance on the bank statement for each of the accounts matched the balance on the RBS reconciliation report, and there was a £0 difference on each, so as far as she is concerned that accounts all to reconcile correctly. The Clerk also advised that the accounts are thoroughly examined by the internal auditor, and then by the external auditor every year. In all the years that the Clerk has been working for the parish council there have been no issues with the internal and external audits and the parish council have passed these without issue.

12.2 To approve and authorise accounts payable (as detailed on the payment list). **Resolved:** the parish council reached a unanimous decision to approve payments of cheques number 102426 to 102432 totalling £2023.29 + VAT

12.3 To receive the RBS reports; Cash and Investment reconciliation and summary receipts and payments. **Resolved:** the parish council reached acknowledged the reports circulated by the Clerk.

13. Capital projects expenditure project update from Cllr Allan on the possible electric car charging point in the village car park. **Update:** as mentioned earlier in the minutes, the Gun do not have any information that they can pass, the provider of the car charging points is called ROLEC and they will not give out any information to a third party.

PAGE:

NAME:

SIGNATURE:

DATE:

Action: Cllr Allan to contact Cllr Bennett to see if there is anything he can do to help get the information. **Action:** Cllr Allan will also contact AiRS to see if they have any information. Cllr Mikelis there are grants available from the government for these items. Cllr Newham – we need to know approximate costs and see if this feasible. **Action:** Cllr Allan to obtain some prices.

14. Village Car Park – to consider the quotes on the additional tree works - Cllr Welsh

- 1) JH - £475 for 2 days = £950.
- 2) VF – to remove all the branches that are too low on left side of the carpark and over the bottle bank £250.00 (no VAT)
- 3) SR ‘thanks for your enquiry I am pleased to offer my quotation for your consideration to crown lift all trees overhanging and obstructing vehicular access/parking and remove all arisings from site would be a total of £800.00p (no VAT)

Tree Warden – Andy Barnes’ initial suggestion was to raise the lower branches. I do not see any need in safety of trees to do crown reductions.

Resolved: parish council reached unanimous decision to have the work completed by Vince Fisher. **Action:** Clerk to advise Vince Fisher.

15. Jose Losemore memorial bench. **Update:** The Clerk wrote to the relatives of Jose and included an image of the proposed bench and the wording for the inscription. The family responded; ‘*The family are extremely happy that you wish to honour Jose in this way. Thank you so much*’. The Clerk has ordered the bench from Wealden Benches and has highlighted the fact that there should be an accent above the letter ‘e’ on Jose. The Clerk also double checked the years of birth and death with the family.

16. IT – to re consider the quotes and options – Cllr Richards

Response from Citta Consultants: ‘*Cllr Allan raised the question that my last updates to the email were “temporary” and would there be further costs involved to make them permanent? If I recall correctly, I described the updates as “bug fixes” rather than “temporary”. There are no further changes planned. Furthermore, the council’s own resolution to copy the clerk in on all Parish Council emails they send means that the current email provision is GDPR compliant. All emails passing through the ICUK mailboxes are automatically archived, and a copy of the archive is passed to the Clerk on a monthly basis.*

Cllr Mikelis asked if the mailboxes could be converted to IMAP rather than POP3 to ease use on multiple devices. I have checked and IMAP mailboxes are available at no extra charge. I can convert any of the ICUK mailboxes on request. If a councillor requires me to visit or to assist with the setting up of their own systems to use IMAP rather than POP3 then this help will be subject to my adhoc charges’.

Cllr Richards: as detailed above, Mike Goss has come up with a solution for the email using IMAP. Mike can send instructions to Cllrs on how they can use this, and if anyone has any issue with the set up then Mike can assist.

Cllr Allan: I am also happy to help with set up if required.

Resolved: the council reached a majority decision to approve for Citta Consultants to deal with the IT contract for the parish council. **Action:** Clerk to advise Citta Consultants of this decision, and to thank the other companies who quoted.

17. Chiddingly Primary School – outside play/exercise equipment. To consider the report circulated prior to the meeting, and if there is anything that the parish council can assist the school with on their project. The play equipment is unsafe to use.

Cllr Bennett has said he could make some enquiries with the education dept. to see if they could assist.

If school get some money, maybe we could help too, they need to start to raise the funds themselves. How else are they raising funds?

Action: Clerk to send the information to Nick Bennett.

PAGE:

NAME:

SIGNATURE:

DATE:

Action: Clerk to contact the school to see what other ways they plan to raise the funds. Once know this – then the parish council can consider if they can assist too.

18. Policies

18.1 Review and approval of amendments to the Code of Conduct policy as proposed by WDC and ESCC with the corrected formatting on the document by Cllr Mikelis.

Resolved: unanimous to approve the amendments to the Code of Conduct.

18.2 Adoption of the Co-option policy – Cllr Richards

The parish council discussed the pro's and cons of the two versions of the policy at length.

Resolved: the parish council reached a majority vote to use the shorter version of the Co Option policy

19. Clerk and Responsible Financial Officer vacancy – update from Cllr Richards.

The vacancy was advertised on the parish council website and SSALC website. There has been interest from 5 people, 4 of whom have submitted their applications. The plan is to interview the applicants as soon as possible.

There may be a period of notice for the new applicant to give to their current employer, and then handover between the old Clerk and new Clerk, during this time Claudine Feltham will act as Locum Clerk for Chiddingly Parish Council.

Cllr Welsh commented that the new Clerk needs legal experience.

Cllr Welsh / Cllr Allan said to Cllr Richards: you have not even asked us who should be on the interview panel. When was this decided?

Cllr Mikelis has some queries on the applicants that the Council should consider and discuss when there were no members of the public present.

A member of the public then spoke up in concern over policies and GDPR, it was suggested that any queries should be emailed to the Clerk.

20. Speedwatch – Cllr Marchant has advised at the start of the meeting that to purchase Speedwatch equipment it would be in the region of £4,000. You would then need a team of volunteers and a co-ordinator to run the scheme. **Action:** Clerk to speak to Sussex Safer Road Partnership and see if they have equipment that could be hired or lent to Chiddingly.

Maybe this is something that could go in the Parish Magazine to look for volunteers.

21. Mobile phone mast – Cllr Allan had not been able to obtain any information on this.

Action: Cllr Allan to email Cllr Bennett to see if ESCC have any information.

The Clerk said that she believed some work was going on at District Council level on this and she would try to get the information for Cllr Allan.

22. To appoint a Cllr to be responsible for writing the monthly parish magazine article.

There were no volunteers from the Cllrs to take this on, but suggested the new Clerk could do this, maybe with input from individual Cllrs on topics that they were working on.

Cllr Tolhurst advise he could write the article on occasions. **Action:** Cllrs to send an input to the Clerk by 12th February if they wish for anything to go in next month's parish magazine.

22. Tree planting in the village – Cllrs Welsh, Allan and Marchant. Cllr Welsh: they had no had time to look at this yet, however, was aware that Uckfield Town Council had been awarded £7,500 from government – Cllr Welsh will investigate this for grants for planting. **Deferred:** item to go on February's agenda.

24. Planning applications: the following applications have previously been sent to the parish council for consultation, however, WDC had not decided on them because they were awaiting the outcome of the Local Plan. Now that the Local Plan has been dismissed by the Inspector, they have been re sent to the parish. The following statement from Chris Bending, WDC Planning applies to all of them: I am writing to you in connection with the below applications for planning permission since you have previously lodged representations about the proposals.

PAGE:

NAME:

SIGNATURE:

DATE:

Whilst the applications have been submitted for some time now, they remain live applications. We have not processed the applications for various reasons, not least because of the evolution of the preferred strategy in the Submission Wealden Local Plan 2019. That Plan has recently been declared unsound and the Examining Inspector has recommended it be withdrawn.

If you have any further comments to make about the proposed applications, then please submit them by 21st January 2019. For the avoidance of doubt, it is not necessary to repeat any comments already lodged since we have these and will take them into account when reaching a decision.

Update: Cllr Richards: we have already considered these applications and submitted the responses to WDC. The deadline is today, and nobody has come back to us with any further comments so will not submit anything else to WDC.

Comment: Cllr Allan commented on item 24.1 – need to consider our consistency when recommending or objecting to application. It seems very odd that we recommended approval for Ten Acres but then objected to the Barns Farm application. Cllr Strong commented that each application is considered individually and on its own merits/situation.

24.1 Application: [WD/2018/1184/F](#)

Description: Conversion of farm building to dwelling.

Location: TEN ACRES, HIGHLANDS LANE, CHIDDINGLY, BN8 6HE

Chiddingly Parish Council original response to WDC (July 2018): the parish council discussed the design and layout for this application. The parish council also noted that there had been approximately 9 new developments/conversions within Highlands Lane over recent years. The parish council appreciated that this would be a small 2-bedroom development, which has been identified as a housing need within the village. The parish council reached a unanimous decision to recommend approval for this application and politely request that a condition is included, within any planning permission granted, that future permitted development would be removed. This way any additions to the building would need to be applied for, and therefore considered by the parish council.

24.2 Application: [WD/2018/0771/F](#)

Description: demolition of existing agricultural buildings and floodlit sand school and construction of a new dwelling, gardens and parking

Location: BROOMFIELD FARM, STALKERS LANE, EAST HOATHLY, BN8 6QS

Chiddingly Parish Council response to Wealden District Council (May 2018): the parish council discussed this application at length and reached a majority vote (7 in favour and 1 against) to recommend approval for this application. It is unobtrusive and a vast improvement on the existing structure. The housing needs survey conducted in 2014 did identify that there was a lack of suitable retirement properties in the village, and this is the purpose for this dwelling.

24.3 Application: [WD/2018/0680/FR](#)

Description: Retrospective application for change of use of an agricultural building to a B2 general industrial use unit.

Location: CARRBROOK FARM, STONEHILL, CHIDDINGLY, BN8 6HQ

Chiddingly Parish Council response to Wealden District Council (May 2018): the parish council reached a unanimous decision to recommend approval for this application.

24.4 Application: [WD/2018/1681/F](#)

Description: Change the use of part of a barn to repair and maintenance of motor vehicles

Location: BURCHETTS FARM, WHITESMITH LANE, WHITESMITH BN8 6HA

Chiddingly Parish Council response to Wealden District Council (September 2018): the parish council reached a unanimous decision to recommend approval

24.5 Application: [WD/2017/2890/FR](#)

PAGE:

NAME:

SIGNATURE:

DATE:

Description: Change of use of paddock to residential curtilage. erection of building for business use as a beauty salon and associated crossover to existing access.

Location: CAREWELL HOUSE, CHALVINGTON ROAD, GOLDEN CROSS, CHIDDINGLY, BN27 3SS

Chiddingly Parish Council response to Wealden District Council (January 2018): the parish council reached a unanimous decision to object to this application. However, should WDC approve this application then would request for a condition for this ancillary building to be legally tied to the main dwelling, so it could not be sold off separately.

24.6 Application: [WD/2017/0384/FR](#)

Description: Retrospective application for change of use of private swimming pool for mixed private and limited commercial purposes for teaching babies and toddlers up to the age of 4, and people with physical disabilities including amputees to swim.

Location: GILDRIDGE, WHITESMITH, BN8 6JD

Chiddingly Parish Council response to Wealden District Council (March 2017): the parish council voted unanimously to recommend approval for this application, subject to any comments from ESCC Highways with regards to access, as it is close to the junction with the A22.

24.7 Application: [WD/2018/2387/O](#)

Description: Construction of new industrial units up to 900 sq.m. which will be used for class B1/B2/B8 use purposes. access will utilise existing access to estate along with new internal roads, parking, landscaping and turning.

Location: HOLMES HILL ESTATE, HOLMES HILL, WHITESMITH, BN8 6JA

Chiddingly Parish Council response to Wealden District Council (November 2018): The parish council feel that this development would fill and complete the site. The parish council reached a unanimous decision to recommend approval for this application.

25. Publication of minutes – Resolved: the draft minutes to be produced by the Clerk, then circulated to the council only, then after 5 days, if no response they will then be put on website as draft minutes.

26. Any items for inclusion on next month's agenda:

- Electric car charging
- Speedwatch
- Tree planting in the village
- Neighbourhood Plan
- Lighting at entrance to village car park

Two members of the public were asked to leave the meeting at 2133 hours.

A member of the public made comment about how there were previous issues and a previous Councillor had to make an apology to him and had concerns over Cllr Strong making a derogatory comment at that time. He said he would send the details to the Clerk by email.

The parish council made a motion to exclude press and public from the meeting from this point on.

The parish council then discussed the recruitment and selection procedure for the new Clerk/RFO. **Resolved:** The Parish Council unanimously resolved for Cllr Strong, Cllr Richards and Cllr Mikelis to conduct the interviews, and for Claudine Feltham to be present and take notes/answer any queries.

Meeting closed at 2150 hours.

PAGE:

NAME:

SIGNATURE:

DATE:

- *The next planning meeting will take place on Tuesday 28th January 2020 at 7.30 p.m. in Chiddingly Village Hall.*
 - *The next parish council meeting will take place on Tuesday 18th February 2020 at 7.30 p.m. in Chiddingly Village Hall.*
- closed at 2109 hours.

PAGE:

NAME:

SIGNATURE:

DATE: