

Ditchling Parish Council

Minutes of the Annual Council Meeting held in the Old Meeting House on Tuesday, 27th May 2014 at 8pm.

Present D. McBeth in the Chair, Mrs N. Banfield, Mrs M. Bolton, Mrs C.M. Robinson, A.T. Jones, M. Madden, P.M. Smith, and the Clerk Mrs Mary Holman.

Apologies Mrs B. Brittain (hospital)

1. Election of Chairman for 2014/2015 It was proposed, seconded and agreed that D. McBeth be re-elected Chairman. He signed his Declaration of Acceptance of Office.
2. Election of Vice Chairman for 2014/2015 It was proposed, seconded and agreed that Mrs M. Bolton be re-elected Vice Chairman.
3. Appointment of Committees for 2014/2015 The following members were appointed.
Burial Committee Mrs Belinda Brittain, Tom Jones, Phil Smith, Mark Madden.
Grounds Committee Mrs. Margaret Bolton, Mrs Catharine Robinson, Phillip Smith, Mrs Nicky Banfield.
Lighting Committee Mrs Belinda Brittain, Tom Jones, Mark Madden.
Footpaths Committee, Mrs Catharine Robinson, Mark Madden.
Finance Committee To be Chairman & Vice Chairman of the Council and Chairmen of the above Committees
Chairman and Vice Chairman of the Council are ex officio on all Committees.
4. Appointment of representatives to serve for 2014/2015. The following representatives were appointed.
Village Hall Management Committee – Mrs Belinda Brittain
Ditchling Pavilion Club - Mrs C. M. Robinson.
The Ditchling Society – Mrs Nicki Banfield
Ditchling Village Association – Mrs C.M. Robinson
Lewes District Association of Local Councils (two representatives) – D McBeth and P. Smith.
5. Authorised signatures. General account cheques (six signatories required) any two to sign when authorized by the Council – the following signatories were agreed Mrs Belinda Brittain, Don McBeth, Phillip Smith, Mrs Catharine Robinson and Tom Jones. National Savings a/c, Mrs Catharine Robinson, Mark Madden, and Don McBeth any two to sign.
6. Appointment of a financial controller for 2014/2015 Mrs M. Bolton was re-appointed.
7. Review and confirmation of arrangements for insurance cover in respect of all insured risks and asset register Full details had been circulated and were noted.
8. Review of Financial Risk Assessment. It was noted that the FSA Compensation Scheme did not include local authorities. Full details of the risk Assessment had been circulated and would be looked at in detail when a Finance Committee is called.
9. Annual Subscriptions. It was noted that the Council subscribed annually to the following - to NALC, SALC, LDALPC, Society of Local Council Clerks, Clerks & Councils Direct and The Open Space Society.
10. Dame Isabella Sprott's Charity Appointment of Trustee to serve for a four year term. It was agreed to re-appoint Mrs M. Holman.
11. Deeds etc The copy Deeds were laid on the table, the originals were with Gates & Co Solicitors with the exception of those connected to the Recreation Ground which are with Hedley's Solicitors at the moment to register the land. The Chairman also holds a sealed copy.
12. Confirmation of appointment of Trustee to Oldland Mill Trust It was agreed that Roger Broadbent's appointment to be confirmed.
13. Minutes of the Special Council Meeting held on 13th May having been circulated, were taken as read, agreed as a correct record and signed by the Chairman.

Matters arising from Minutes dated 22nd April and 13th May

14. Minute 297 Spatham Lane & Speeding. It was noted that there had been a meeting with East and West Sussex County Council representatives but there was no money to carry out surveys etc.
15. Minute 298 Neighbourhood Plan. It was noted that the re-drafted questionnaires were now ready to be printed and would be distributed by the street representatives early in June.
16. Minute 299 Suggested additional Car Park in Keymer Road It was noted that LDC had not been able to help regarding whom to contact for advice and costing for the following Land and Visual Impact Assessment, Archeological Site Assessment, Preliminary Ecological Assessment. The Clerk was advised to look through the planning portal and obtain a list of firms from previous plans and get at least two quotations. It was suggested that the SDNP should be approached for the information.
17. Minute 301 Tree planting to commemorate First World War It was noted that this was being progressed.
18. Minute 303 Quotations are being sought for the following. It was noted that new firms were being approached for quotations.
Yellow self closing gate on southern fence of children's Play area – this may need to be renewed.
Replacement of fence on both sides of the Burial Ground entrance from Lewes Road. This has rotted and been damaged by the wind.
19. Minute 304 Fly problem in Ditchling 2012 & 2013 It was noted that 208 Red Top fly traps had been collected by residents so far. One member from Westmeston has been to collect but they will not be taking any as they do not have the storage.
20. Minute 315 Parking in Lodge Hill Lane No further information available to date
21. Minute 349(2) ESCC use of Ditchling Common for grazing cattle D. McBeth had produced a written report regarding the meeting held on 16th May. This had been circulated. It was noted that E.S.C.C had since stated that the cattle were in situ.
22. Minute 354 Grounds Committee It was noted that the report on the informal meeting with the Clubs held on 12th May had been circulated. The exploratory trench was being dug on 23rd May. There was a request for Grounds Committee Meeting to be held prior to the next informal meeting with the Clubs. This was not possible due to the time scale but an informal meeting was arranged for 5pm on Friday 30th May.
23. Minute 359 Ditchling Fair Stall It was noted that arrangements were going ahead for the Stall.
24. Planning applications
SDNP/14/02321/FUL and SDNP/14/02322/LIS
 Mrs D De Vere Cole
 Partial demolition, refurbishment and erection of a two storey extension to the existing dwelling at 17a South Street and the erection of a single storey dwelling and selective demolition, refurbishment/reinstatement and additions, including a new-build car port, to common areas between the proposed developments
 The application is a resubmission of the previously approved proposals which were granted Planning Permission under reference LW/11/0187 and Listed Building Consent under LW/11/0188
 17A South Street
 It was agreed to object to the application on the following grounds -The proposal by virtue of its height bulk and proposed materials, would adversely affect the historic character of the Listed Building and Conservation Area within the National Park. The design including cladding, guttering etc were out of keeping with the surrounding area. The proposed entrance from South Street would be visually intrusive and detract from the existing rural, character of the Conservation Area and would be non compliant with the Article 4 Direction.. The rural feel of the approach to Ditchling from Clayton Road and Beacon Road will be diminished. This will also reduce the sense of openness which makes a substantial contribution to the setting of the Village. The Council requests that this application is determined by the SDNP Authority as it does not meet the aims of the Park
- SDNP/14/02351/HOUS
 Mr David Cragg Replace existing flat roof over existing two storey side extension, replace existing ground floor conservatory with a two storey rear extension
 20 East Gardens
 No comment.

25. Finance matters
- a) Checklist for Audit and Insurance Details were laid on the table, having been scrutinised by one of the Financial Controllers.
 - b) Accounts for payment. The list had been circulated prior to the meeting and scrutinised by one of the Financial Controllers. The accounts were authorised for payment and the cheques signed by D. McBeth and A.T. Jones.
 - c) Grant of Exclusive Right of Burial No 494 was signed.
 - d) Audit papers to be approved and signed. Copies of all the necessary papers had been circulated prior to the meeting, were approved by the Council and signed by the Chairman.
 - e) Full details of income and expenditure up to 31st March had been circulated for information. The income and expenditure for the past year was as roughly as budgeted. The larger balance includes the money set aside for the painting of the lamp standards, some replacement lights and also includes the £4316.00 income for the Neighbourhood Plan.
26. Clerk's Report and correspondence
- Lack of Disabled parking at the Museum It was noted that copies of correspondence had been circulated, it was agreed that the Chairman would reply as the original correspondence had been addressed to him. The Council felt that the playground should be used and arrangements made to communicate with the main building when someone wished to use the facility so that they could enter through the back way avoiding steps.
- SSALC and AirS would like to invite you to attend our joint Resilience Conference on Friday 27th June 2014 at Herstmonceux Village Hall. The theme of the conference will be "Lessons Learned from the Winter of 2013/14." It was agreed that the Chairman would attend.
- Boddington's Lane Complaint received about the amount of dog mess in the Lane, also complaint about the amount of water flowing of Lodge Lane and flooding property and also the holes in the Lodge Hill Lane caused by excessive Parking. Full details were circulated on 6th May. It was agreed to reply that signs would be put up asking people to pick up after their dogs, regarding the complaint about private refuse bins being used; it was up to the householder to resite them so that they were not accessible. Further details were required re the water and this would be investigated by LDC. The County Council was area of the holes in Lodge Hill Lane.
27. Written reports by representatives No written reports received to date.
Village Hall Management Committee – Mrs B. Brittain
Ditchling Pavilion Club -Mrs C. M. Robinson.
The Ditchling Society –Mrs Margaret Bolton
Ditchling Village Association – Mrs C.M. Robinson
Lewes District Association of Local Councils (two representatives) – D. Mc Beth and P. Smith.
28. Matters raised by Councillors for exchange of information only.
There was still a pot hole in the middle of Beacon Road up by Park Barn Farm.

Chairman 10th June 2014