

Ditchling Parish Council

Minutes of the Statutory Council Meeting held in the Lower Hall, Ditchling Village Hall, Lewes Road, on Monday 23 July 2018 at 7.30pm

Present: Cllrs McBeth (Chairman), Smith, Leaver, Madden, Robinson, Ingham, Jones, Guggenheim, Farrands, Robinson, Keeley (to 8.45 pm), the Clerk Mrs Michelle Warner & the Deputy Clerk Mr. Derek Blackhall

Public Participation:

Three members of the public were present. A member of the public spoke in relation to item 13 a request for a crash barrier in South Street. It was felt that this was a knee jerk reaction to the recent accident. This is not the first time the wall has been damaged by a vehicle. This incident feeds back to the traffic group and highlights the danger of speed. The traffic consultant, if appointed, should be asked to consider improvements at the junction as a whole. A second member of the public spoke regarding the poor broadband speeds in parts of the parish; expressing a wish that an enthusiastic councillor is appointed to lead BIZ3 and BIZ4 polices in the Neighbourhood Plan. It is important to promote this issue in order that postcodes in the parish experiencing slow speeds have the best opportunity for improved service.

1. Declarations of Interest: Cllr Orme has a personal interest in item 4.3 a neighbouring property. Cllr Madden & Smith declared an interest in item 11, they are trustees of Ditchling Village Hall.
2. Apologies for absence. None
3. Minutes of the Council Meeting held on 25 June having been circulated, were **agreed** as a correct record and were signed by the Chairman.
4. Planning applications
 - 4.1 4.1 LW/18/0360. Lean to type conservatory to replace existing entrance porch to office. Unit X Tidys Industrial Estate Folders Lane East Ditchling. **No comment**
 - 4.2 SDNP/18/03298/HOUS Front and rear extensions and formation of a first floor, 24 Shirleys Ditchling. **No comment.**
 - 4.3a SDNP/18/03672/TCA | T1 - Walnut 30% crown reduction 6 foot off top of tree and reshape T2 - Sycamore cut to eastern boundary lane approx 8 - 10 foot off maximum | 8 The Twitten Ditchling. **No comment**
 - 4.3b SDNP/18/03362/TCA | 6 x Cupressus x Leylandii – remove. 1 x Ash - trunk. Remove as diseased. 1 x small Ash. Overshadowed by and affecting mature. 3 x Cupressus x Leylandii. Remove due to size and blocking light to site and school, and in addition preventing growth of existing indigenous hedge. 2 x Ash. Reduce crowns by one third. At present limbs leaning over school and site and possible safety issues. | 80 East End Lane Ditchling. **No comment.**
 - 4.4 Seating area at The Bull carpark – there had been no further update from the planning authority regarding the raised area at the end of the car park, very close to the post office. It was noted that several planning applications, some of them retrospective, for The Bull will be considered at the next planning meeting. Matters relating to party wall agreements are not planning issues but are legal matters for property owners to pursue.
5. New play equipment and recreation ground master plan. the first draft of the plan excluding playground detail had been circulated. There will be a meeting on 7th August with the landscape architect to amend the plan as required. Councillors are requested to submit any comments by 7th August. It was noted that an irrigation system to extract ground water had been considered previously and although the capital costs are high this may be worth adding to the plan. It was noted that a large greywater reservoir may be a cheaper option. It is still envisaged that the children's play area would be expanded with any adult gym equipment located outside of the playground. It would be timely to review the byelaws in place. It was noted that dogs are not required to be kept on a lead and that this was unusual in a public area.
6. Parish magazine –It was noted that edition 4 had gone to print, several articles were submitted at the last minute so the target of at least 18 articles was met and the magazine will be 32 pages long. Cllr Madden was appointed editor for issue 5. Cllr Ingham was thanked for supplying photographs of the Ditchling Fair.
7. It was **agreed** that Ditchling Cricket Club could erect a 10x20m marquee at Ditchling Recreation Ground on 17 August.
8. Proposed new car park, it was **agreed** that the Chairman and the Clerk would agree suitable wording with the solicitor for the Parish Council to restrict access to the adjoining field to activities relating to social, domestic, recreational, and agricultural but to restrict industrial vehicles.
9. Neighbourhood Plan – a list was distributed showing sections of the Neighbourhood Plan for each councillor to champion, this will be reviewed at the meeting of 20 August.
10. Grant Request from Ditchling Pavilion Club for a grant of £3,500 to complete the decking works to the North of the Pavilion and to continue with the refurbishment and repair of the Pavilion. This was deferred to the meeting of 20 August when it was expected that more detail would be available.

11. Request from Ditchling Village Hall Committee for a grant towards a new external door in the Parish Office and new windows, at a total cost of £2,544. This item was deferred until the issue of direct access and a blind is resolved.
12. Beacon Parishes Traffic Group. Cllr Orme summarised the papers circulated regarding the Beacon Parishes Traffic Group who have approved a draft brief for a traffic consultant addressing problems with traffic in Spatham Lane, Ditchling High Street and South Street and Beacon Road. It was **agreed** that a consultant should be appointed to develop initial traffic proposals; it was **agreed** that the draft brief should be provided to prospective consultants; it was **agreed** that the Beacon Parishes Traffic Group should draw up a list of consultants. It was noted that there may be funding available for improvements along the B2112 from S106 monies from developments in Haywards Heath, Wivelsfield and Burgess Hill. It is thought that up to £240,000 will be available. It was noted that the SDNPA had recently allocated CIL monies to traffic calming projects. Westmeston Parish Council were to consider these proposals at their next meeting.
13. Cllr Jones request for a crash barrier in South Street following the recent accident which demolished the flint wall. It was noted that although the wall had been demolished previously, there is now a garden on the other side of the wall from the road, with a family now occupying the new property. There is now a risk that someone could be seriously hurt. ESCC have responded to the request and are looking into solutions to protect the residents. There is a barrier on the opposite side of the road. This will be an agenda item at the SLR meeting on 30 July.
14. New fencing, chain at padlock at the area around the gas/electric sub stations at The Drove, Ditchling. The Clerk advised that both UK Network Power and SGN have stated that they did not erect the new fencing or place the new chain and lock on site. Once UK Power Networks have confirmed that there are no safety concerns with members of the public accessing the site the fence, chain and lock will be removed.
15. Keymer Road verges, ESCC have confirmed that cuts will be limited to twice per year. No extra cuts are available. The clerk will find a contractor quote for additional cuts.
16. Lighting the Beacon 11 November 2018. The British Legion will support the Parish Council in organising this event. The exact site for the brazier needs to be established with the landowner. The landowner must be made aware that an area of scorched grass will remain. Pallets or other wood will be required for burning. A generator and uprights will be required.
17. Review of Standing Orders. The revised standing orders were **adopted**.
18. Review of Tree Survey at Ditchling Recreation Ground. The tree survey was noted. Three quotes have been sought for work recommended in year one and two have been received to date, the quotes will be considered when three are available.
19. Finance matters
 - a) The bank reconciliation for June was **agreed** and has been authorised by Cllr Guggenheim
 - b) Payments totalling £32,997.58 were **approved**. Including £25,000 paid to the client account of the Parish Councils solicitor to hold until the land purchase completes.
 - c) Two Grants of Exclusive Right of Burial were signed
 - d) The New Authorised Account Persons, form from the Co-operative Bank was signed to enable the deputy clerk online access.
 - e) The quarterly budget comparison report was reviewed with no comments.
 - f) It was **agreed** that Mark Mulberry would be appointed as internal auditor to the council for a fee of £300 pa
 - g) It was **agreed** that South East Business Systems would be appointed to provide IT Support Services for a fee of £360.
 - h) It was **agreed** that the quote of £500 for bespoke training on planning issues for councillors be accepted and the clerk will obtain some dates for the training session.
20. Correspondence.
 - P1 - Road Closure – The Borstal 28 October for a cycle hill climb, no objections.
 - P2 Penny Worth -Ditchling History Project Running from 27th October - 1st December, a trail around the central part of the village.

21. Written & verbal reports by representatives.

- a. Village Hall Management Committee – none
- b. Ditchling Pavilion Club – none. The new decking area is complete.
- c. Ditchling Village Association – none
- d. Lewes District Association of Local Councils –none

The meeting closed at 9.05pm

Chairman

**Ditchling Parish Council
Expenditure July 2018**

23/07/2018	Locks & Cobblers	11.00
23/07/2018	Burial ground bin	91.00
23/07/2018	Dog Bin emptying	280.80
23/07/2018	Parish Office rent	199.2
23/07/2018	Simon Woodley -grounds	280.00
23/07/2018	Salaries	2,200.71
23/07/2018	Barcombe Landscapes	3,444.00
23/07/2018	New posts for War Memorial	64.75
23/07/2018	Hall hire	32.00
23/07/2018	Surrey Hills Solicitor - client acct	25,000.00
23/07/2018	Easycopiers	118.75
23/07/2018	Door mat	8.99
23/07/2018	Fasthosts	14.39
23/07/2018	Website, monthly maintenance	35.00
23/07/2018	One Drive	1.99
23/07/2018	Bonny's Wood Tree Surveys	798.00
23/07/2018	Surrey Hills Solicitor	417.00

32,997.58