

Ditchling Parish Council

Minutes of the Statutory Council Meeting held in the Lower Hall, Ditchling Village Hall, Lewes Road, on Monday 24 September 2018 at 7.30pm

Present: Cllrs McBeth (Chairman), Leaver, Madden, Robinson, Jones, Guggenheim, Farrands, Robinson, the Clerk Mrs Michelle Warner

Public Participation:

Six members of the public were present.

1. Declarations of Interest: Cllr Smith & Cllr Robinson have an interest in item 13.f) as members of the British Legion.
2. Apologies for absence. Mr. Derek Blackhall. Cllr Ingham, on holiday. Cllr Smith & Keeley unavailable.
3. Minutes of the Council Meeting held on 10 September having been circulated, were **agreed** as a correct record and were signed by the Chairman.
4. Planning applications
 - 4.1 SDNP/18/04021/FUL Front extension with new porch 12 Beacon Road Ditchling. **No comment.**
5. Parish magazine – there are sufficient articles for the November publication. Inclusion of a QR code was discussed, it was decided that future editions should include a QR code link to the parish council website. It was noted that the closing date for applications for the clerk position will have passed by the time the next edition is delivered, but that the vacancy should be mentioned. It was noted that production of the magazine was time consuming and there may be a willing volunteer in the community who could act as editor and assist in the production process, the November edition will publicise this role.
6. New play equipment and recreation ground master plan. No further news. An update on the plans to date and details of the public exhibitions to be held in January 2019 will be given in the November edition of the parish magazine.
7. Neighbourhood Plan reports- it was noted that Westmeston Parish Council had allocated councillors to roles to deliver the Neighbourhood Plan, in the same way as Ditchling Parish Council. Most policy areas now have a small team allocated to overseeing implementation- see appendix 1
8. Beacon Parishes Traffic Group. three firms have been sourced who are interested in providing the council with a fee quotation to provide an initial feasibility report. The draft brief in its current format probably covers more projects than the budget will permit. The S106 money has not yet been allocated to specific projects. The Spatham Lane feasibility study will cost £500 and will consider a reduction of speed limits to 40 mph. Traffic calming on the B2112 is a priority, particularly following another death on this road. It was proposed that a radical plan to solve the problem once and for all rather than tinkering with traffic calming measures should also be considered. A by-pass or tunnel would be a long-term, optimum solution, if the community was in favour. It was suggested that the cost of such a proposal would exceed £50,000,000. It was noted that traffic flows will increase as further homes are built in neighbouring towns and parishes. When briefing the traffic consultants, it is important to be open minded to achieve good proposals and approximate costs. It is not a good use of funds to spend money on proposals that do not progress. Part of the scope of the study would be to measure traffic flow and determine what type of roads would be suitable for dealing with those flows, particularly on routes north and south. Different types of roads have different capacities. The object would be to slow traffic as much as possible to provide resistance, so that traffic was deterred and found new routes. The list of possible contractors was **agreed**.
9. Lighting the Beacon 11 November 2018. Review of checklist. Erection & dismantling of lighting. It was **agreed** that councillors would march in the procession from the Scout HQ in the morning. It was **agreed** that Cllr McBeth will read the Tribute to the Millions. It was noted that Mr Taylor will deliver the brazier on the 9th November. There are now 6 volunteer stewards with 6 more required. It was **agreed** that contractors would erect and dismantle safety lighting and fencing at a cost of £250.
10. The Grant Policy was **adopted**. The policy will be published in the November edition of the magazine and on the website.
11. The excellent repairs to footpath 35 were noted, it was **agreed** that the clerk write a letter of thanks to ESCC
12. Resignation of Clerk, appointment of Clerk. The advertisement for a new clerk was **agreed**, with a closing date of 1 November. The hours of work to be amended to 25 hours per week. The job description was amended to reference the Neighbourhood Plan specifically.
13. Finance matters
 - a) The bank reconciliation for August was **agreed** and has been authorised by Cllr Guggenheim
 - b) Payments totalling £7,539.64 were **approved**.
 - c) The three Grant of Exclusive Right of Burial Certificates were **signed**
 - d) It was **agreed** that the council would fund the Burgess Hill Marching Band at the Remembrance Day service on 11 November at a cost of £150.00
 - e) The CIL monitoring report showing £1,800 received in the year to 31 March 2018 and nil expenditure was **approved**.

- f) It was **agreed** that 3 WW1 Remembrance silhouettes from the British Legion be purchased for a donation of £750

14. Correspondence.

P1 – Tree works – noted
P2 – See minutes 13f

15. Written & verbal reports by representatives.

- a. Village Hall Management Committee – none
- b. Ditchling Pavilion Club – none.
- c. Ditchling Village Association – none
- d. Lewes District Association of Local Councils –none

The meeting closed at 8.35pm

Chairman

**Ditchling Parish
Council
Expenditure Sept 2018**

	£
21/08/2018 Postage	1.50
24/09/2018 Screwfix	37.44
06/09/2018 Ashdown Supplies	262.13
24/09/2018 Passinc- print a plan	22.8
24/09/2018 Noticeboard Co	642.00
24/09/2018 Simon Woodley -grounds	3,115.51
24/09/2018 Salaries	2,200.71
24/09/2018 Hall hire	32.00
24/09/2018 Easycopiers	42.00
24/09/2018 Fasthosts	14.39
24/09/2018 Website, monthly maintenance	35.00
24/09/2018 One Drive	1.99
24/09/2018 SE Business Systems	432.00
18/09/2018 Surrey Hills Solicitor	358.80
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Neighbourhood Plan- Councillors area of special interest.

Topic	Policy	Cllr (Ditchling)	Cllr (Westmeston)
Housing	DS1 HSG1-HSG9 CONS1&2&7	Ingham	Mills/Clark
Traffic	TRANS1-10	Farrands/ Orme	Mills/Mills
Business/Leadership	BiZ1-4 &COM5	McBeth	
Community assets & volunteering	COM1&2&4&6&14	Smith/ Keeley	Houghton
Traffic- pedestrians & horses	TRANS1-10	Robinson	Clark
Heritage & Conservation area	CONS3&4&5	Madden	Tickner/Mills
Habitats & Biodiversity	CONS8&9	Leaver /Guggenheim	Golding
Green Infrastructure	CONS10-17	Jones	Tickner/Mills
Infrastructure Funding	COM 3	Jones	