

# Ditchling Parish Council

## Minutes of the Statutory Council Meeting held in the Lower Hall, Ditchling Village Hall, Lewes Road, on Monday 26 March 2018 at 7.30pm

*Present:* Cllrs McBeth (Chairman), Jones, Keeley, Smith, Robinson, Leaver, Orme, Farrands, the Clerk, Mrs. Michelle Warner & the Deputy Clerk Mr. Derek Blackhall

### Public Participation:

Three members of the public were present, one member of the public spoke, they had taken part in the very successful litter pick on 24 March and noted the poor state of the verges around the village as they have been damaged by inconsiderate parking. Cllr Jones advised that people throwing litter from passing cars can be reported online. It was noted that the A27 in Brighton was a particular litter hotspot and Brighton City Council should be contacted. The litter pick volunteers were congratulated on the positive effect their efforts have on the Village.

1. Declarations of Interest: None.
2. Apologies for absence: Cllr Ingham, on holiday. Cllr Madden, unavailable. Cllr Guggenheim unavailable.
3. Minutes of the Council Meeting held on 12 March having been circulated, were **agreed** as a correct record and were signed by the Chairman
4. Planning applications
  - 4.1 LW/18/0200. Extension and conversion of existing garage building to create a 2-bedroom bungalow with associated access and landscaping. The Royal Oak Ditchling Road. Cllr Jones abstained. It was noted that there was no change in the agreed access to properties on the former car park site. **No Comment**
  - 4.2 SDNP/18/01098/HOUS Front and rear extensions and formation of a first floor 24 Shirleys Ditchling. **Objection**, there is extensive glazing proposed which will lead to possible light pollution and have a negative effect on the dark skies of the SDNPA. The Parish Council would request that this application is determined by the planning committee and not delegated to officers.
  - 4.3 SDNP/18/01082/LIS Replace existing gas boiler in external boiler room and removing vertical flue, replacing asbestos roofing to boiler room with a natural slate roof and installing new system boiler with flue venting through side wall of boiler room. 11 East End Lane Ditchling. **No Comment.**
  - 4.4 SDNP/18/00971/HOUS Conversion and extension of existing attached annex to garage accommodation and alterations to roof and fenestration of existing single storey link. Stocks East End Lane. **No Comment.**
5. Parish magazine –update for edition three. The completed articles will be sent to the copy editor early next week. There is a good range of articles – we are waiting on more information about the Fair from the Chairs of the Fair Committee; the Augustinian Sisters care 150 years, the church & the museum & the horticultural society. If they miss the deadline, they will not be included. Cllr Robinson volunteered to write a piece on the successful Newcomers event.
6. It was **agreed** that the Ditchling Village Association would receive a donation of £500 towards the cost of the tulip tree planted to mark Dame Vera Lynn's 101st birthday.
7. Proposed new car park- update on S106 legal documentation, lease and proposed sale. It was **resolved** that the Parish Council would enter into a sale with the landowner for the land at Keymer Road for £25,000, subject to the planning permission being retained. Proposed Cllr Keeley, seconded Cllr Robinson; 7 in favour, 1 abstention. It was noted that this price was considerably higher than the valuation provided by the District Valuer of £10,000. The premium reflects the fact that this is the only available land close to the centre of the village. The Parish Council has spent £10,816 to date, in obtaining planning permission and meeting solicitors costs in dealing with the lease and S106 agreement. The price reflects value for money given that the agreed lease payments were set at £1,000 per annum with inflationary increases every three years. The Council has security of tenure if it owns the land rather than leases the site.
8. Neighbourhood Plan Referendum - It was **agreed** that a 5-meter banner and two A1 posters would be ordered at a cost of £82. It was noted that the referendum question will be very simple and will ask if the Neighbourhood Plan should be incorporated into the local plan.
9. New play equipment and recreation ground master plan. A meeting with Andrew Ramsey, Cllr Keeley, Cllr Smith & the Clerk to be arranged.
10. The minutes of the Traffic Meeting of 16 March had been circulated. It was noted that the speed survey carried out at Spatham Lane indicated that speeds had decreased since 2013, but the data will be discussed with highways officers. It was noted that S106 monies from developments in Burgess Hill may be available to assist with traffic infrastructure costs. Richard Speller from WSCC Highways had referred to the traffic consultations

carried out in Lindfield and Ardingly where aspirations had exceeded budgets. A funding document showing potential sources of funds is essential, it was understood that without a list of aspirations and a considered plan it would be difficult to attract any funding. Richard Speller has provided the name of a consultancy in Haywards Heath who could work with the Council on a traffic plan, he will provide some further recommendations. Cllr Jones will be attending a meeting on 10 April to discuss improvements on the B2112 funded by developer contributions. It was noted that the CIL Executive Committee had met and considered bids for funding, most bids were dismissed because the proposal lacked sufficient detail.

11. The Privacy Policy was **agreed** and adopted
12. It was **agreed** that a third party be appointed as the Data Protection Officer at a cost of £150.
13. The Retention Policy was **agreed** and adopted
  
14. It was **agreed** that the staff and councillors would use the email footer note circulated for all email correspondence. The footer to be in place by 25 May.
  
15. Finance matters
  - a) The bank reconciliation for February was **agreed**
  - b) Payments totalling £9,535.82 were **approved**
  - c) It was noted that the Co-operative Bank had advised that they were no longer closing the current account. It was agreed that it was no longer necessary to open a new account with another bank.
  
16. Correspondence.
  - P1 The request to allow a tent and gazebos at the recreation ground on 27 July for a charity cricket match was **agreed**.
  - P2 The request to use the recreation ground on 6/7 May for the Village Sports Day and erect a banner was **agreed**.
  
17. Written & verbal reports by representatives.
  - a. Village Hall Management Committee –
  - b. Ditchling Pavilion Club –
  - c. Ditchling Village Association – Mrs C.M. Robinson-it was reported that the newcomers evening had been successful.
  - d. Lewes District Association of Local Councils (two representatives) – Cllrs Mc Beth and Madden-information on recycling rates in the district had been circulated.

It had been reported that hedgerow had been removed at the area adjacent to the burial ground. This information was incorrect, no hedgerow has been removed. Thorns, bracken and debris have been removed from the area. In accordance with the recommendations from the Ecology Report the clearance has been carried out by hand, and not with heavy machinery. The work has been carried out over several months.

It was noted that motor traders in the village continue in acts of anti-social parking. Vehicles that are not taxed and or insured can be reported using Operation Crackdown. The Clerk will investigate operating a system of fines for vehicles left for more than 24 hours at the recreation ground car park.

The meeting closed at 8.45pm

**Ditchling Parish Council**  
**Expenditure Mar 2018**

<b>Date</b>	<b>Ref</b>	<b>Value (incl vat)</b>
20/03/2018	Amazon projector	£256.98
08/03/2018	Ashdown Supplies plaque	130.09
26/02/2018	BT	£90.36
07/03/2018	ESCC Speed surveys	£600.00
02/03/2018	ESCC Streetlights	£4,726.93
12/03/2018	SSALC	£54.00
22/03/2018	SLCC	£117.00
20/02/2018	Woodley-Burial ground	£840.00
26/02/2018	Mileage expenses	£13.50
06/03/2018	Postage	8.2
26/03/2018	One Drive	£1.99
13/03/2018	Surrey Hills Solicitor	£276.00
26/03/2018	Salaries	£2,256.38
17/03/2018	Hugh Barron Internal Audit	£30.00
20/03/2018	Fasthosts	£14.39
09/03/2018	Easycopiers	£42.00
01/03/2018	Hall hire	£32.00
10/03/2018	Keys cut	£11.00
31/03/2018	Website, monthly maintenance	£35.00
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		£9,535.82