

6.	<p>Car Park Update</p> <p>6.1 Update from working party meeting – A working party meeting was held on the 11th November detailed design needs to be considered further and other areas researched, including the possibility of business rate charges.</p> <p>6.2 The discharge of planning conditions were still being worked through and the Working Party put forward the recommendation to the Council that they should proceed with the Archaeological survey work for the cost of £3,650 plus VAT. The Council resolved this expenditure.</p>	Clerk Clerk
7.	<p>Recreation Ground & Burial Ground</p> <p>7.1 Update on football pitch maintenance. Cllr Smith reported he had been in communication with the consultant who worked on the drainage project and several inspection holes had been dug and photographs sent to the consultant for comment. The contractors who installed the drainage were no longer trading so it was not possible to go back to them in relation to issues with the system. The consultant was available to come and look at the pitch to provide a report and the Council resolved that this should be actioned. No costs were available, but it was felt that due to the condition of the pitch and the amount of games not played that this was required. It was noted that the rainfall was three times what we have experienced over the past three years, so exceptional weather could be the issue.</p>	Cllr Smith/Clerk
8.	<p>Beacon Parishes Traffic Group</p> <p>8.1 Update from meeting with John Wheeler – ESCC Highways to discuss draft application for B2112 Section 106 funds. Cllr Orme reported that the meeting was arranged for the 2nd December and following this a Beacon Parish Traffic meeting will be arranged.</p> <p>8.2 Traffic impact of Mid Sussex residential developments to consider lobbying Mid Sussex District Council and ESCC Highways regarding financial contributions from developers of major Mid Sussex residential developments for mitigation of the impact of increased traffic on the highway network in Ditchling and adjacent parishes. Cllr Orme advised any comments from other Councillors would be welcome and he would bring this matter up with John Wheeler.</p> <p>8.3 Memorials on Highways. The Clerk advised that ESCC Highways had responded to the enquiry as follows 'We have been advised by our Licensing and Enforcement Team that this is a matter for the Road Policing Department of Sussex Police. The ESCC Transport and Environment Policy summary states that 'the removal of floral and other tributes will be co-ordinated through the Road Policing Department of Sussex Police who will advise the family/friends of the date the tribute will be removed. This will provide the opportunity for the family/friends to remove any personal items from the roadside'. The Council resolved for the Clerk to contact Sussex Police in relation to the memorial on the B2112.</p> <p>It was noted an SLR meeting is to be held on the 2nd December and both Westmeston and Streat Parishes will attend. In addition, a meeting with Cllr Sarah Osbourne and Ian Johnson ESCC Highways has been arranged for the 11th December in relation to HGV movements in the village.</p>	Clerk
9.	<p>Neighbourhood Plan Reports</p> <p>9.1 Cllr McBeth reported a NP update meeting had been held with the three parishes Chairman on the 18th November 2019.</p> <p>It was noted that no progress seems to be made with the Long Park Corner development and the Clerk was asked to write a formal letter to LDC Housing Development Manager to enquire as to the lack of progress.</p>	Clerk
10.	<p>Finance</p> <p>10.1 The minutes of the Finance Committee meeting held on the 11th November were circulated and noted.</p> <p>10.2 The bank reconciliation for the 31.10.19 was signed by Cllr Madden and resolved by the Council.</p> <p>10.3 The schedule of payments for November for the sum of £7,351.58 was resolved by the Council</p> <p>10.4 Following the Finance Committee meetings draft budgets had been prepared and circulated. It was noted that the draft showed a 14.10% increase to the precept from £85,978 to £98,105 mainly being due to the possibility of a loan being required to complete the car park project. A separate capital project budget had also been produced to avoid confusion from the</p>	

	revenue/expenditure budget. Councillors were asked to consider the figures and these would be reviewed at the December meeting.	
11.	Meetings 2020 11.1 The meeting schedule for 2020 was circulated and the Council resolved the dates.	
12.	Parish Office 12.1 To discuss access request to Parish Office by landlords. The Village Hall Trust had requested that they would like to hold three sets of keys for both doors to the Parish Office for use in emergencies. This was discussed and the Council resolved that a set could be held by Cllr Ingham and Cllr Smith as concerns were noted about GDPR. Due notice should also be provided to the Clerk is access is required in the event of a non-emergency situation. If either Councillor left the Trust or the Council the keys would be returned.	
13.	Training and Events 13.1 Cllr Rowling reported on the SDNP Workshops held recently and noted that a new protocol for pre-application advice was being put into place and information on reviewing of NP's was also discussed.	
14.	Correspondence & Consultations A letter was received from the applicant in relation to SDNP/18/04155/FUL and was circulated to all Councillors.	
15.	Written and verbal reports by representatives. 15.1 Village Hall Committee – none 15.2 Ditchling Village Association – none 15.3 Ditchling Pavilion Club – Cllr Smith noted that a grant application would be received from the Pavilion Club and they were also looking to submit an application to Sport England for renovations to the building. 15.4 Lewes District Association of Local Councils – none	
16.	Items for future agenda – Street Lighting/Grant Applications/Parish Magazine Review (January) Future meeting dates: 9 December 2019 – Car Park Working Party Meeting – 5.30pm Parish Office 16 December 2019 – Planning Committee Meeting - 6.30pm and Statutory Parish Council meeting – 7.30pm 20 January 2020 - Planning Committee Meeting - 6.30pm and Statutory Parish Council meeting – 7.30pm	

The meeting closed at 9.07pm

Schedule of Payments November

Date	Payee Name	Reference	Amount	
23/10/2019	Post Office	2101	26.60	Postage burial registers
24/10/2019	One Drive	2100	1.99	Computer back up
24/10/2019	Fasthosts	2102	6.59	Email
25/10/2019	East Sussex Pension Fund	2106	487.97	Staff pension
25/10/2019	HMRC	2107	464.18	November PAYE
25/10/2019	C Butler Archaeological Service	2108	300.00	WSI for Car Park
25/10/2019	Simon Woodley	2109	140.00	Burial ground work
25/10/2019	Simon Woodley	2110	3,500.00	Hedge cutting/clearing
25/10/2019	Ditchling Village Hall	2111	24.75	Hall hire
25/10/2019	Ditchling Village Hall	2112	76.50	Hall hire cemetery course
25/10/2019	Ditchling Scout Group	2113	420.00	Reimbursement building repairs
30/10/2019	Peter Western	2098	35.00	Website
30/10/2019	EasyCopier	2099	42.00	Photocopier
06/11/2019	Viking	2103	77.92	Stationery
25/11/2019	Staff Salaries	2104/2105	1,748.08	November salaries
	Total payments		£7,351.58	