



DITCHLING PARISH COUNCIL

Ditchling Village Hall 18 Lewes Road Ditchling East Sussex BN6 8TT
 Tel: 01273 844733 Email: parishoffice@ditchling-pc.gov.uk Website: www.ditchlingpc.org.uk
 Parish Clerk: Sarah Mamoany Deputy Clerk: Derek Blackhall

Minutes of the Parish Council Meeting held in the Lower Hall, Ditchling Village Hall, Lewes Road, on Monday 28 October 2019 at 7.30pm

Present: Cllrs McBeth (Chairman), Ingham, Rowling, Orme, Smith, Jones, Farrands, Sarah Mamoany (Clerk) and Derek Blackhall (Deputy Clerk)

Public Participation:

Four members of the public was present.

A representative spoke from SOFLAG to raise concerns about development in Burgess Hill and the strategic gap detailed in the MSDC draft Site Allocation Development Plan Document. (Item 12.2. on the agenda)

1.	Declarations of Interest – No declarations of interest were made.	
2.	Apologies of absence were received from Cllr Madden, Cllr Sansom, Cllr Burman and Cllr Leaver	
3.	Minutes of the Parish Council meetings held on the 23 rd September were resolved by the Council and signed by the Chairman as a true and accurate record.	
4.	<p>Planning Applications</p> <p>4.1 Membership of Planning Committee – The Clerk recommended that 2 further members were required on the planning committee, the Council resolved for Cllr Rowling and Cllr Farrands to join the Committee.</p> <p>The following comments were resolved by the Council and will be sent through to the relevant planning authority. These applications were also discussed at the Planning Committee meeting held prior to the Parish Council meeting.</p> <p>4.2 SDNP/19/04700/FUL – 8 Common Lane, Ditchling BN6 8TJ – Change of use of annexe to residential dwelling and new vehicular access with associated parking – No objection to the change of use, however if permission is given to this application, the Council would like to recommend the withdrawal of permitted development rights due to the property being outside the settlement boundary. Therefore, planning permission would be required by the owners if any extensions, alterations were to be made to the current building and footprint.</p> <p>4.3 SDNP/19/04109/FUL – Garden to the South of Longcroft House 46 Beacon Road Ditchling BN6 8UZ – Erection of detached dwelling and garage, with new access and associated landscaping. The Parish Council wish to object to this application as it is contrary to policies DS1 and HSG2 in the Ditchling Neighbourhood Plan. Policy DS1 as the development is outside the settlement boundary - 'The principle of development is supported within the settlement boundary, particularly where this: (a) meets identified housing requirements; (b) supports its role as a service centre for the Plan area; and (c) provides facilities supporting its role as a gateway to the National Park.' In addition it does not meet any of the exceptions noted in point 2. Although the development is a three bedroom house, it is a large unit with three ensuite bathrooms and does not therefore fit in with the requirement for smaller affordable homes within the village. Policy HSG2 as the site does not make maximum use of the site and could be maximised two provide 2/3 smaller affordable units. 'Housing proposals should be developed at the maximum density appropriate to the location, while retaining the character of the Beacon villages.' In addition, the application does not comply with Policy SD25 of the South Downs National Park Local Plan.</p> <p>4.4. Appeal Reference Reference APP/Y9507/W/18/3216773 SDNP/18/02906/FULL Lewes Stables to the East of 44 Beacon Road Ditchling BN6 8UZ Residential conversion of existing</p>	

	<p>redundant stables and tractor shed – It was noted that the appeal was approved and permission given and the Council were concerned about the comment made on the report ‘Policy SD7 has progressed through examination. The Inspector has attached significant weight to it, and its requirement to ensure that new development conserves and enhances relative tranquility. The village of Ditchling has been identified as having relatively low tranquility, with surround areas having moderately low tranquility. The Council resolved that a letter should be written to the SDNP in relation of how the inspector came to the conclusion of Ditchling having relatively low tranquility and ask them to explain the reasoning in this statement.</p>	Clerk
5.	Parish Magazine – The Deputy Clerk advised that the magazine will be distributed on the 5 th November.	
6.	<p>Car Park Update</p> <p>6.1 Update from working party meeting – 21 October 2019. The working party reported that they were looking at putting together a Car Park Management Policy/Brief to cover the practical areas of the project, such as landscaping and to develop the design further as it was felt that a lot of additional aspects need to be considered.</p> <p>6.2 Update in relation to CIL bid submitted to LDC for car park funding. It was reported that the application for CIL funding to LDC was unsuccessful and it was noted on the report that they felt the SDNP should also be supporting this project with CIL funding. The Council therefore need to consider submitting an application for CIL to the SDNP in the spring and if successful go back to LDC again.</p> <p>6.3 Position with discharge of planning conditions and associated costs. Gould & Co had provided a number of quotations in relation to the discharge of planning conditions. However, it was felt that until the Car Park Management Policy/Brief had been discussed further that these should be put on hold with the exception of the archeological report and the Clerk was awaiting further information on quotations before a decision could be made.</p>	
7.	<p>Recreation Ground & Burial Ground</p> <p>7.1 Usage of Recreation ground by Plumpton Athletics Junior Football Club. Cllr Smith reported a meeting was held with 2 representatives of the Ditchling Football Club, Cllr McBeth and the Clerk and discussions focused on the fact the pitch could not currently support two games on one day due to the current extreme wet weather and possible issues with the drainage system. The Council resolved that although they wished to encourage maximum use of the facilities and didn’t wish to encourage exclusivity to one club; it was felt that two matches on the same day, in particular due to the current weather conditions would not currently be viable and therefore they could not enter into an agreement with Plumpton Junior Athletics for this season. It was agreed to review this in the spring and it was suggested that if it was a viable option the pitch could be available on a Sunday, therefore allowing DFC to play on Saturdays and then the pitch would have a week to recover before the next fixtures.</p> <p>7.2 To discuss football pitch maintenance requirements Cllr Smith reported that he felt the pitch has some issues with the drainage and possibly needs rodding, it was agreed that the Clerk would check if any guarantee was in place in the first instance and the manhole would be checked for blockages. Weeds were also an issue on the pitch, which would need to be dealt with and options were being considered.</p>	Clerk
8.	<p>Beacon Parishes Traffic Group</p> <p>8.1 To receive update form working party and request for financial support from Parish Council. Cllr Orme requested support from the Council to show to ESCC Highways that they supported the project to employ a consultant to carry out a report on traffic in the village and suggested the sum of £5,000 could be put in the 2020/21 budget for this purpose. It was noted that it might not be possible to use CIL money for this purpose. Cllr Orme is in communication with John Wheeler to move the conversations forward on this project and to discuss the additional funding needed. The Council resolved that £5,000 should be put into the budget, although this would be dependent on the final budget being approved by the Council in December.</p>	Clerk
9.	Neighbourhood Plan Reports – Housing Allocation - Cllr Ingham would chase up Leyton Rowe to obtain an update for the next meeting.	
10.	<p>Finance</p> <p>10.1 The minutes of the Finance Committee meeting held on the 14th October were circulated and noted.</p> <p>10.2 The bank reconciliation for the 30.09.19 was signed by Cllr McBeth and resolved by the Council.</p>	

	<p>10.3 The schedule of payments for October for the sum of £7,242.73 was resolved by the Council. It was also noted that the sum of £11,190 was received in CIL from SDNP in October which can be used for infrastructure projects.</p> <p>10.4 Quarterly income and expenditure report. The Clerk circulated the report and advised that the Council were in a good financial position at the end of the 6 month period. Areas noted were additional income for burials/memorials, over spend in subscriptions/memberships and invoices for sports clubs had just been sent out, hence why income was not yet received.</p> <p>10.5 The interim auditors report had been received and circulated to the Council, minor recommendations were noted which were reviewed by the Finance Committee.</p> <p>10.6 Invoice received from Scout Headquarters for external repairs to Ditchling Scout Hut. The Clerk reported she had to take legal advice due to the lease being unclear as to who was responsible for external repairs on the property, but it was confirmed that the Council were responsible and would need to settle the account. The Council resolved to pay the invoice received for the sum of £420 for repairs to the front tiles and the solicitor's fees of £390.</p> <p>10.7 Additional urban grass cutting service for 2020 and associated costs. The Council resolved to retain the same service as last year with 4 additional cuts for the sum of £318.</p>	
11.	<p>Training and Events</p> <p>11.1 Attendance at Training Events Cllr Rowling reported that the recent SDNP Workshop was very useful, also attended by Cllr Smith, McBeth and Farrands. A presentation was also given on CIL and it would be a good idea to request a visit from an officer to look at the car park in relation to putting in a CIL bid this spring.</p>	
12.	<p>Correspondence & Consultations</p> <p>12.1 Mid Sussex District Council Draft Site Allocation Development Plan Document (DPD) consultation The Clerk had circulated a draft letter of objection in relation to sites SA12 and SA13 which the Council resolved and this will be sent to MSDC.</p> <p>12.2 Renewal of Parish Office Lease, expires 31.12.2020. The Council noted the letter received from the Village Hall Trust and would look to renew the lease, dependent on the terms.</p> <p>12.3 Remembrance Day arrangements and associated costs. The Council resolved the costs of £17 for the wreath and £100 for the marching band. Cllr Jones requested if Councillors were available that they joined the parade on the 10th November from the Scout Headquarters. Cllr McBeth will lay the wreath on behalf of the Parish Council.</p>	
13.	<p>Written and verbal reports by representatives.</p> <p>13.1 Village Hall Committee – none</p> <p>13.2 Ditchling Village Association – none</p> <p>13.3 Ditchling Pavilion Club – Cllr Smith noted concerns about the financial position of the pavilion and requested this was put on the agenda for the next meeting. It was noted it would be helpful to have a copy of the accounts, so that the Council could have an understanding of the situation.</p> <p>13.4 Lewes District Association of Local Councils – none</p>	
15.	<p>Items for future agenda – Memorials on the Highway/Pavilion Club</p> <p>Future meeting dates:</p> <p>25 November 2019 – Planning Committee Meeting – 6.30pm and Statutory Parish Council meeting – 7.30pm</p> <p>16 December 2019 – Planning Committee Meeting - 6.30pm and Statutory Parish Council meeting – 7.30pm</p>	

The meeting closed at 9.16pm

Schedule of payments for October 2019

Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail
30/09/2019	Fasthosts	2073	£17.99	Email
30/09/2019	One Drive	2074	£1.99	Computer back up
30/09/2019	Fasthosts	2075	£6.59	Email
30/09/2019	EasyCopier	2076	£42.00	Photocopier
30/09/2019	Peter Western	2077	£35.00	Website

30/09/2019	Marks and Spencer	2078	£79.65	Refreshments Cemetery Course
01/10/2019	Waitrose	2079	£55.42	Refreshments Cemetery Course
02/10/2019	Co Op	2080	£6.30	Refreshments Cemetery Course
02/10/2019	Ditchling Village Hall	2081	£199.20	Office Rent
02/10/2019	SSALC	2082	£72.00	ESALC Conference
02/10/2019	Ditchling Village Hall	2083	£24.75	Hall hire
02/10/2019	October Staff Salaries	2084/85	£1,748.08	October salary
15/10/2019	Gould & Company	2086	£1,800.00	Car Park discharge planning
15/10/2019	East Sussex Pension Fund	2087	£487.97	Staff pension
15/10/2019	HMRC	2088	£464.18	October PAYE
15/10/2019	S E Surveying	2089	£630.00	Car Park surveying
15/10/2019	Force10 Ltd	2090	£216.00	Mole pest control
15/10/2019	Simon Woodley	2091	£140.00	Mowing Strimming 07.10.19
15/10/2019	Mulberry & Co	2092	£199.44	Interim Audit Fee
15/10/2019	BT	2093	£294.78	Telephone & Broadband
16/10/2019	Royal British Legion	2094	£17.00	Wreath for Remembrance
21/10/2019	Surrey Hills Solicitor	2095	£390.00	Advice Scout Hut Lease repairs
21/10/2019	JRB Enterprise Ltd	2096	£296.40	Dog Poo Bags
22/10/2019	Fasthosts	2097	£17.99	Email
	Total Payments		£7,242.73	

Note refund of £141.37 received from ICCM to cover refreshment cost for Cemetery Course