



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 Statutory Council Meeting held in the Lower Hall, Ditchling Village Hall, Lewes Road, on Monday 29 April 2019 at 7.30pm

Present: Cllrs McBeth (Chairman), Smith, Madden, Guggenheim, Farrands, Leaver, Jones and Orme the Clerk Mrs Sarah Mamoany and the Deputy Clerk, Mr Derek Blackhall

Public Participation:

Four members of the public were present.

A representative from the Tennis Club noted that they have been unable to find any records of ownership of the courts. They wish to commission work to resurface the courts and queried if the Council could commission the works so the VAT could be claimed back, the Clerk noted that this should be checked with the auditor.

A representative from the Ditchling Society noted concerns relating to the appeal item 4.7 on the agenda and expressed the Council should make a more detailed objection. A member of the public also noted this appeal and how it went against the NP.

1. Declarations of Interest: No declarations of interest were made.
2. Apologies for absence. Apologies were received from Cllr Robinson and Cllr Ingram.
3. Minutes of the Parish Council Meeting held on the 25th March 2019 were **resolved** by the Council and signed by the Chairman as a true and accurate record.
4. Planning applications
 - 4.1 SDNP/19/01545/TCA - Wings Place 24 West Street Ditchling Hassocks East Sussex BN6 8TS -Fig tree half way down east wall of terraced garden requires pruning back as it has spread out in an untidy and excessive way. - **No objection.**
 - 4.2 LW/19/0152 – Fleets Farm Spatham Lane Westmeston - Demolition of three derelict barns and replacement with family dwelling. - **The Council resolved to object to this application as it goes against the NP policy DS1 and noted that the SDNP had also raised concerns in relation to the location, size and Dark Sky Reserve.**
 - 4.3 SDNP/19/01398/FUL - Stables Off Nye Lane Ditchling BN6 8UB - Demolish existing stables and construct stables and an associated equestrian arena. Works to include a small amount of cut and fill, new land drains, membrane, stone base, silica sand and fibre surface. - **No objection.**
 - 4.4 SDNP/19/01411/HOUS - 32 Shirleys Ditchling BN6 8UD - Removal of existing conservatory, roof terrace and single storey side extension and provision of a two storey wrap around rear and side extension and porch to the front – **No objection.**
 - 4.5 SDNP/19/01335/HOUS/LIS - 15 South Street Ditchling BN6 8UQ - Proposed erection of free standing black feather board gazebo with cedar tile roof onto an established flagstone terrace – **No objection**
 - 4.6 SDNP/19/01665/FUL - The White Horse 16 West Street Ditchling Hassocks East Sussex BN6 8TS - Proposed alterations to include installation of disabled access ramp and raised terrace area to the rear, erection of a log store to the rear, installation of internal partition wall and fire exit door to the side – **No objection.**
 - 4.7 Appeal – SDNP/18/02906/FUL – Stables to the East of 44 Beacon Road, Ditchling, BN6 8UZ – Residential conversion of existing redundant stables and tractor shed and creation of associated garden space and landscaping. **The Council had objected to the original application, but it was resolved that further detailed comments in relation to the objection would be submitted; these were circulated and agreed by the Council.**

Cllr Jones abstained from voting on all the above applications.
5. Parish magazine. The Deputy Clerk confirmed that the May edition has gone to print and will be circulated after the 2nd May.
6. Recreation Ground

- 6.1 Tennis Courts – to discuss Council position in relation to tennis court ownership/lease and costings The Clerk reported that she could not establish who owned/built the courts, although the land the courts sit on was in the ownership of the Parish Council. A tenancy agreement dated 1954 for a one year term was the only documentation that could be found and the Tennis Club have not found any additional information in relation to ownership either. Following the discussion at the previous meeting in relation to maintenance the Council **resolved** as a goodwill gesture to pay for the sweeping of the courts/annual moss treatment for this year at £750.
- 6.2 Playground Inspections – to discuss playground inspection management and associated costs The Clerk recommended to the Council that operational playground inspections should be increased to comply with the British Standards. The Council **resolved** to instruct Lewes District Council to carry out a further 3 inspections, together with the annual full report which would amount to quarterly operational inspections, together with the weekly visual inspections made by the Deputy Clerk.
- 6.3 To discuss costs for clearing area adjacent to tennis courts/tractor shed The Council **resolved** to clear the area of brambles and rubbish by the tennis courts/sheds in the Recreation Ground for the cost of £280, plus the hire of a skip which would be in the region of £250.
- 6.4 Scouts Headquarters – report on meeting with Scout representatives including planning application authorisation if required Cllr McBeth reported on the meeting held on the 15th April and it was noted that due to the Scouts receiving no income since the Pre-School moved out of the premises they were looking to find other groups who might wish to rent the facilities; the Council resolved that they were in principle in agreement to subletting on the conditions that the Council were informed of the details and the necessary planning permission was applied for by the Scouts if necessary under the current planning conditions. It was noted that the Scouts would be interested in moving premises if the opportunity arose for a building to be available in the Recreation Ground. It was agreed a Committee will be formed to look further into this matter and that valuations were obtained on the current building as a starting point.
7. Car Park update – to consider costings from surveyors to design and manage the project The Clerk had produced a report with costings from three surveyors. The Council discussed these and it was agreed that a Committee would be formed to look further into the options of managing the project.
8. Neighbourhood Plan reports
- 8.1 To discuss joint working arrangements in relation to planning with Streat, Westmeston and Ditchling Cllr Smith reported that Mark Clark from Westmeston Parish Council had been in contact with him in relation to the implementation of the Neighbourhood Plan and planning comments and suggested that comments would carry more weight coming from all three parishes. The Council **resolved** that due to timescales this would be impractical, however if any objections were made on applications then these could be copied into the other Parishes for information purposes.
9. Traffic
- 9.1 Spatham Lane Speed Limit Reduction, including the Council to consider confirming awareness of the recommendation to reduce the speed limit to 40mph and confirming its support, subject to funding being made available. Costs estimated by ESCC total £35,000 Cllr Orme had circulated the Feasibility Appraisal document produced by ESCC Highways. The Council **resolved** to support the reduction in speed limit scheme in principle subject to funding being available.
- 9.2 Beacon Parishes Traffic Group and the proposed Traffic Consultancy, for which an application for Section 106 funds is being prepared. Cllr Orme noted that Rob Mills was preparing the S106 application and any guidance from Cllr Tom Jones would be appreciated.
- 9.3 To consider the amalgamation of the Beacon Traffic parishes Group and the SLR Meetings. It was noted that there would be no benefit to amalgamate these meetings.
10. Finance Matters
- 10.1 To receive the bank reconciliation Cllr Guggenheim signed off the bank reconciliation.
- 10.2 To approve invoices for payment The Clerk circulated the schedule of payments detailed below for £15,330.76 which was **resolved** by the Council.
- 10.3 To consider purchase of fire proof safe to hold cemetery records. The Clerk was requested to look further into costings for a suitable fire proof safe for the Parish Office.
- 10.4 To confirm insurance policy and costs for 2019/20 The Council **resolved** the policy costs of £1,604.71 for 2019/20.
- 10.5 To sign Grants of Exclusive Right of Burial Certificates The 3 Deed of Grants were **resolved** and signed by the Council.
11. Correspondence.
A request had been received from a resident to use the Car Park site as a parking area for a forthcoming wedding. The Council noted that due to the planning conditions it would not be appropriate to use the area for

such events.

12. Written and 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

Cllr McBeth noted that Cllr Robinson and Cllr Guggenheim were standing down and expressed thanks on behalf of the Council to them for their work over the years.

The meeting closed at 9.14pm

Ditchling Parish Council April 2019 schedule of payments

Date	Ref	Value (incl vat)	
31.03.19	Fasthosts	17.99	Email hosting
31.03.19	One Drive	1.99	Computer back up
01.04.19	East Sussex County Council	4,749.49	Maintenance supply streetlighting
01.04.19	Lewes District Council	91.00	Burial Ground bin emptying charge
01.04.19	Lewes District Council	280.80	Dog Bin emptying charge
29.04.19	ESALC Ltd	745.36	ESALC/NALC Subscription
29.04.19	Brightpay	58.80	Payroll Software
29.04.19	S Woodley	20.00	Varnish for office Fire door
29.04.19	Ditchling Village Hall	36.00	Hall Hire
29.04.19	ICO	40.00	Registration fee Data controller
29.04.19	Easy Copier	42.00	Photocopier
29.04.19	Peter Western	35.00	Website administration
29.04.19	Salaries	1,709.49	April salaries
29.04.19	East Sussex CC Pension Fund	448.79	Pension April
29.04.19	HMRC	439.93	PAYE
29.04.19	WSCC	2,641.20	Legal fees S106 agreement car park
29.04.19	BT	139.22	Phone line
29.04.19	Came & Co	1,604.71	Insurance 01.06.19-31.05.20
29.04.19	Magnet Expert Ltd	7.91	Magnets for noticeboard
29.04.19	Panda	17.50	Anti-virus software for PC - 1 year
29.04.19	Fasthosts	17.99	Email hosting
01.04.19	Ditchling Village Hall	199.20	Office Rent
29.04.19	East Sussex County Council	381.60	Addition verge cutting 2019/20
29.04.19	East Sussex County Council	878.00	Legal fees S106 agreement car park
29.04.19	Dame Vera Lynn Childrens Charity	200.00	Litter Honarium
29.04.19	St Peter & St James Hospice	200.00	Litter Honarium
29.04.19	St Catherines Hospice	175.00	Litter Honarium
29.04.19	Rialtas Business Solutions	145.20	Alpha Software (Finance) Annual Support
29.04.19	Fasthosts	6.59	Email hosting
	Total	£15,330.76	