

Ditchling Parish Council

Minutes of the Statutory Council Meeting held in the Old Meeting House on Tuesday 27th October 2015 at 8pm

Present: Cllrs. McBeth (Chairman), Smith, Robinson, Jones, Banfield, Ingham, Madden (Mr) and the Clerk, Mrs M. Warner.

Apologies for absence: Apologies received and accepted from Cllrs Madden (Mrs) and Jones.

The Chairman welcomed Mrs Michelle Warner to her first meeting as a the Clerk to the Council

- 1 **Minutes of the Council Meeting** held on 13th October having been circulated, were agreed as a correct record subject to the following amendment to minute 124 proposed additional car park. In respect of the report circulated the Council recommended that lease rental payments increments should be capped at an uplift of 2.5%; the revised minutes will be signed by the Chairman at the next meeting.

- 2 **Matters arising from Minutes dated 29th September and 13th October.**

Minute 120 Financial Controller. It was AGREED that Cllr McBeth will act as the financial controller on a temporary basis.

Minute 122 Neighbourhood Plan. The public meeting will take place on 14 November in Ditchling Village Hall from 10am, when each committee will present its findings. All councillors were urged to attend. Following the public meeting the next stage is to produce a single comprehensive document by Spring 2016. Potential sites have been identified for additional housing including an area south of Beacon Road.

Minute 123 Drainage of the Recreation Ground. Cllr Smith reported that there was to be a site meeting on 4th November. Two more loads of sand are to be spread in the coming weeks with the third and final spread probably taking place in early Spring. The pitch can be used in the meantime with play expected to start in mid-Nov or possibly December.

Minute 125 successful appeal result for Court Farm, Keymer Road. The appeal documentation showing cattle movements at Court Farm was reviewed. It would appear that the Inspector did not verify these findings with DEFRA. It was AGREED that the Chairman would contact DEFRA again to ascertain why they had no record of cattle movements, when the farm records showed considerable activity.

Minute 126 Defibrillator Cllr Ingham confirmed the defective sign had been replaced. An article appears in The Beacon this month. An email has been received from a member of the public requesting training; a date to train a group in use of the defibrillator will be arranged. The Neighbourhood Plan meeting provides an opportunity to recruit more potential trainees.

Minute 129 The lamp standard by the pond needs straightening. The estimate for straightening the standard has not yet been received.

Minute 130 The wooden unofficial notice board by the pond. This has not yet been removed.

Minute 131 Patio area layout for Ditchling sports pavilion. No further details have been received from the Pavilion Club.

Minute 143 Broadband The Chairman reported following the meeting with BT re siting a new cabinet for high speed broadband near the crossroads. There are two cabinets to site and they must be within 50m of the existing box, but not close to power cables. Work is not expected to take place until April 2016.

Minute 148 Proposed additional Car Park The Chairman read the email received from the District Valuer earlier in the day. Cllr Smith suggested that the Council could commission a further valuation from an alternative professional. The council considered that the proposed annual cost of the leased land represented good value for the community the cost being less than £1 per resident per annum. It was AGREED that the clerk would contact the District Valuer to update him on the latest negotiations and discuss whether certain provisions and restrictions would affect the valuation.

Minute 151 The possible setting up a voluntary group to keep the Village Tidy. The Ditchling Society has been in touch with the Bolney group and a representative from Bolney will be addressing the Society with a view to a similar group forming in Ditchling.

3. **Planning applications**

SDNP/15/04983/LIS 30 North End

Installation of flue vent on the north facing wall for Mr G Tan

No comment

SDNP/15/04940/HOUS 3 The Dymocks

Section 73A retrospective application for the retention of decking and raised flower beds at the rear for Mr & Mrs J Burton.

No comment.

SDNP/15/05027/HOUS Claycroft House, Beacon Road

Single storey rear extension with balcony over for Mr & Mrs Andrews

Change of use of building from ancillary residential accommodation to self-contained separate dwelling for Mr M. Craven.

No comment

4.

NUD320TUJGG00	Application
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Finance matters.

a) Checklist for Audit and insurance. This was laid on the table.

b) Accounts for payment. Payments totalling £6,683.99 covered by cheque numbers 119 to 129 were approved.

c) Audit – It was noted that PKF Littlejohn has completed the Audit without comment.

d) Quarterly financial comparison. The report was circulated.

e) Grants of Exclusive Right of Burial the final paperwork had not yet been received and this item was deferred to the next meeting.

f) Inflation rate for wages and estimates It was noted that the Groundsman's wages have been increased by 0.8% accordingly from 1st October.

g) Change of signatories It was resolved that Michelle Warner should be a signatory on the wages account. It was resolved that Michelle Warner would become the Key Contact for the main Community Account. Forms were completed and signed for the Wages Account, Community Account and NS&I Account.

h) New lawn Tractor required It was AGREED that a new Powerline Lawn Tractor 18-19,4HD, would be purchased for the sum of £2,496.00 including VAT.

5. **Clerk's Report and Correspondence**

SALC AGM & Conference 12th November at 14.00 at The Emmanuel Centre, Battle Methodist Church, Harrier Lane, Battle. The Chairman will be attending. It is preferable to have two councillors in attendance.

Electoral Review – East Sussex The consultation document had been circulated, it was noted that no changes were proposed for Lewes District.

6. **Lewes District Council Report.** No report was available.

7. **Matters raised by Councillors**

1) It was AGREED that the Parish Council would acknowledging the service councillors give after they resign in writing by a card or letter.

2) It was AGREED that in future Parish Council Meetings will start at 7.30pm.

8. **Written reports by representatives**. No reports were received

Village Hall Management Committee – Mrs N Banfield

Ditchling Pavilion Club – P.M. Smith

The Ditchling Society – Mrs N Banfield

Ditchling Village Association – Mrs C.M. Robinson.

Lewes District Association of Local Councils (two representatives) – D. Mc Beth and P. M. Smith

9. **Matters raised by Councillors for exchange of information only**

The Clerk's surgery will be moved from Thursday to Tuesday mornings. There is a notice on the door of the Parish Office, this information will also be displayed on the village notice boards.

The meeting closed at 9.05pm.