



Mrs J.Toomey, Clerk to East Chiltington Parish Council
 Bowling Green, Chiltington Lane, East Chiltington BN7 3QU, East Sussex Tel: 01273 890621
www.eastchiltington.net email: clerk@eastchiltington.net

MINUTES OF A MEETING OF EAST CHILTINGTON PARISH COUNCIL
 held on **6th March 2018 at 7.00 pm in Plumpton Village Hall.**

Present: Cllr. E.Harrison - Chair **Apologies:** Sarah Osborne LDC Cllr.
 Cllr.C.Funnell - Vice chair
 Cllr.J.Tingle Cllr.J.Smith
 Cllr.M.Symes Cllr.C.Farmelo

In attendance: Mrs J.Toomey - Clerk to the Council.

		Action
3/18/01	Apologies for absence - Cllr.Osborne had sent a report (attached to March Agenda)	
3/18/02	Any questions from the public None	
3/18/03	Declaration of interest on any of the agenda items and update of interests. None	
3/18/04	Minutes of the meeting held on 4th Jan.2018 were agreed and signed as a true record.	
3/18/05	Matters arising from last meeting None.	
3.18.6	Financial matters	
3.18.6.1	Council approved payment of the following invoices: Cheque No: 969 £343.07 Clerk salary/expenses Dec. inc. CofT funds Cheque No: 970 £212.40 Upperbridge website fees Cheque No: 971 £200.00 Grant to Springett & Campion trust (s.137) Cheque No: 972 £334.85 Clerk salary/expenses Jan. inc. CofT funds Cheque No: 973 £334.85 Clerk salary/expenses Feb. inc. CofT funds Cheque No: 974 £10.20 Plumpton Village Hall – room hire	
3.18.6.2	Council noted the current financial situation.	
3.18.6.3	Council considered the Financial Regulations of the council and required no changes	
3.18.6.4	Council considered the appointment of an Internal Auditor for 2018 and agreed to appoint Steve Brentnall again.	
3.18.7	Planning Matters:	
3.18.7.1	Council noted the following applications: SDNP/17/06243 Stantons Farm Chapel Lane East Chiltington BN7 3BB - Variation of conditions 2, 3 and 4 relating to application reference number: SDNP/15/05709/HOUS for an extension to the letting period to 12 months – <i>ECPC requested retention of 28 day limit</i> Cllr.Symes asked for the definition of the term 'Holiday let' and asked whether the register of visitors was ever checked. SDNP/17/06306 Chapel Grange, Chapel Lane, East Chiltington BN7 3BA -Proposed single storey extension, new external cladding, new windows and doors and PV solar panels- <i>no objection</i> SDNP/17/06486/FUL Unit 3 Wootton Farm Novington Lane BN7 3AU -Change of use and conversion of commercial food preparation unit to one bedroom holiday let unit – <i>no objection</i> LW/18/0016 Hurst Barns Farm Chiltington Lane - New farm access to A275 – <i>no comment</i>	
3.18.7.2	Council noted decisions by LDC: SDNP/17/06243 Stantons Farm Chapel Lane East Chiltington BN7 3BB - Variation of conditions 2, 3 and 4 relating to application reference number: SDNP/15/05709/HOUS for an extension to the letting period to 12 months – <i>granted</i> SDNP/17/06306 Chapel Grange, Chapel Lane, East Chiltington -Proposed single storey	

	extension, new external cladding, new windows and doors and PV solar panels- – <i>granted</i> LW/18/0016 Hurst Barns Farm Chiltington Lane - New farm access to A275 – <i>withdrawn</i> Cllr.Nurse arrived – 7.15pm	
3.18.8	To receive any reports:	
3.18.8.1	Report from the Chair The chair was contacted by a resident concerned about vehicles being directed to use Chapel Lane and the Ferrings as a through route by satellite navigation. Having established that the public road terminates at the church, the resident has contacted a number of sat.nav. providers requesting that Chapel Lane and the Ferrings is removed as a through route.	
3.18.8.2	TECT: Meeting held 5/3/18. The wassail at the orchard was well received. The quiz night made £560.26 profit. Posts installed by a resident by the church are working well to protect the grass areas. There are plans to plant a tree in memory of Bill and Jean Manville. There will be a meeting on April 16th from 7.45pm at the Jolly Sportsman, to discuss the parish party plans for 2018 as TECT will work with the parish council on this for 2018. There is possible funding of up to £5000 available from Kew Gardens for a wild flower meadow next to the orchard and TECT will investigate the feasibility of applying for these funds.	
3.18.8.3	Finance and staffing – Cllr.Farmelo had no report	
3.18.8.4	Communications/magazine/website: Cllr.Farmelo asked if the website was well used. The chair will circulate the figures.	
3.18.8.5	Environment: Litter pick has been re-scheduled for 25 th March. Cllr.Smith asked about the Biosphere designation that covers half the parish. Clerk will forward Biosphere updates to Cllr.Smith	
3.18.8.6	Community events/facilities: A resident had contacted the council to ask about any plans to celebrate the royal wedding. Council felt the parish was too small to support two events and the parish party is planned for June 30 th .	
3.18.8.7	Community Care: Cllr.Funnell had nothing to report.	
3.18.8.8	Highways: Highways and items for SLR meetings: Cllr.Tingle attend an SLR (strengthening local relationships) meeting with highways on April 17 th so any road or verge issues need to be with her by then	
3.18.8.9	Verges: Council had received a copy of a letter sent to ESCC by a resident concerned that the ditches had been dug too deeply and waste material had been piled on the verges making them impossible to walk or ride on. Cllr Tingle will raise this.	
3.18.9	Any reports from meetings attended by councillors or the clerk None	
3.18.10	Council noted all correspondence received since last meeting.	
3.18.10.1	A resident had contacted the council with details of a petition asking for Quiet Lanes designation for local lanes. Cllr.Tingle had supplied the resident with lot of information on this scheme, which is supported by Maria Caulfield. The council support the idea but were not sure what was being requested. Clerk will contact the resident to suggest she get in touch with neighbouring parishes and gather further information regarding how to proceed.	
3.18.10.2	A resident had contacted the Chair regarding access to the village Facebook group. Council agreed that this is not a matter over which it has any control.	
3/18/11	Update on boundary sign in Honeypot Lane Cllr.Tingle and the clerk met with Ian Johnson, ESCC on January 24 th to discuss repositioning the sign on the boundary or within East Chiltington parish. A reply from Ian on 6.3.18 gave the only position for the sign being relocated to as in the verge to the west of the post box between Pouchlands Drive and Shepherds Way, in the vicinity of the 30mph roundels. Council discussed this and were not happy that several properties would be left outside the actual boundary. It is understood that the owner of Honeypot House has agreed to the sign being positioned on the grass outside their property (this is not highways lane). Clerk to contact ESCC. Cllr.Nurse proposed the PC pay for the installation up to a cost of £200. Agreed by all.	
3/18/12	To review the Standing orders and Risk assessment of the council Council felt the standing orders might need to be reviewed again following the introduction of new Data protection regulations in May but apart from requesting they be written as gender neutral and that reference to the standards board should be removed there were no changes required for now. Cllr.Tingle suggested circular 2.86 be added as an appendix. The risk assessment was still deemed fit for purpose, no changes needed.	Clerk

3/18/13	Update on a defibrillator for East Chiltington This will be installed at the Jolly Sportsman. The parish council will pay the installation costs. The clerk has agreed to be responsible for its ongoing maintenance.	
3/18/14	To consider any TPO's on trees within the parish LDC sent an extract for our area from their register which was circulated to all but was thought to be inaccurate and incomplete. Council will ask residents who know they have trees covered by TPO's to get in touch and Cllr.Symes will look out some archive lists she may have.	
3/18/15	Update on the Village Green The chair will chase LDC for a reply to her request for a meeting regarding the future of the green.	
3/18/16	Council considered the role of Data protection officer Cllr.Nurse offered to look at the policies the council may need to adopt and circulate these to the council.	Cllr.Nurse
3/18/17	Items to note or for a future agenda The annual parish meeting will be at 7pm on May 3rd to be followed by the annual parish council meeting, The GDPR Requirements to be an agenda item for May.	
3/18/18	The next meetings of the PC will be : May 3rd Meetings dates for 2018 are awaiting confirmation following a suggestion to hold these at Plumpton Village Hall on a Wednesday.	

Meeting closed at 8.45pm

JT 9/3/2018

Signed.....(Chairman) Dated.....

Glossary:

- LDC – Lewes District Council
- SDNPA - South Downs National Park Authority
- ESCC - East Sussex County Council
- SSALC – Surrey and Sussex Association of Local Councils
- TECT – The East Chiltington Trust
- LDALC – Lewes District Association of Local Councils
- CPRE – Campaign for the Protection of Rural England
- RPA – Rural payments agency
- AIRS – Action in Rural Sussex
- ECAG – The East Chiltington Action Group
- SLR – Strengthening Local Relationships (meetings with ESCC highways)