

**Hamsey Parish Council**

[www.hamsey.net](http://www.hamsey.net)

Marie Owen, Clerk to Hamsey Parish Council  
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Members of **HAMSEY PARISH COUNCIL** are summoned to attend the **meeting of Hamsey Parish Council** to be held on **Thursday 11<sup>th</sup> January 2024 at 7.15pm** at **Beechwood Hall & Rural Park.**

*Up to fifteen minutes only, are available at the start of the meeting for members of the public to have their correspondence addressed relating to a specific item on the agenda.*

*Should any member of the public wish to have the Council address any issue on the agenda then they may email the Parish Clerk directly on [clerk@hamsey.net](mailto:clerk@hamsey.net) before 5pm on Monday 8<sup>th</sup> January 2024 or they may attend in person.*

*This meeting may be recorded for the purpose of minute taking.*

**1. Apologies for absence**

**2. Questions from the public**

**3. The co-opting of new Councillors.**

**4. Declaration of interest from any Councillor regarding any item on the agenda**

**5. Minutes from the meeting held on Thursday 9th November 2023 to be agreed and signed as a true record**

**6. Update on any matters arising from last meeting – review and update actions - see action log at appendix 1 to this agenda**

**7. Financial matters**

**a) To approve payment of invoices as detailed (including v.a.t).**

**Current Account**

<b>Transaction number</b>	<b>Payee</b>	<b>Amount £</b>
V66	Mr Treehouse – Zipwire Inspection	288.00
V67	Marie Owen – Printer Ink	9.99
V68	Marie Owen – Danger Tape	19.98
V69	Marie Owen – ICO Subscription	40.00
V70	Marie Owen – Salary	649.47
V71	HMRC – NI	1.40
V72	Mr Treehouse – Zipwire Repairs	5382.00
V73	The Church Notice Board Co	528.00
V74	T d'Arienzo – Solopress Printing. Hamsey News	313.37
V75	Smashing Glass - Phone Books Glass	192.00
V76	Marie Owen – Phone Books Purchases	66.99
V77	Upperbridge Enterprises – SSL Certificate	100.50
V78	Greg Cockram – Malthouse Way Mowing	200.00
V79	Marie Owen – Printer Ink	9.99
V80	Marie Owen – Salary	649.27
V81	HMRC – NI	1.60

V82	Helen Clegg – Newsletter Editing	150.00
V83	Twenty Window Cleaning – Bus Shelters	20.00
V84	The Acorn Workshop – Offham Noticeboard	1638.00
V85	Natalie Kinch – Sleigh Sundries	35.68
V86	Sendit Electrical – Sleigh Lights	422.40
V87	T d'Arienzo – Sleigh Sundries	8.39

### b) To note the Council's current financial situation

Detailed below is the expenditure and income for the period 1<sup>st</sup> April – 30<sup>th</sup> December 2023

Expenditure	£	Notes
Audit	748.00	
Capital Expenses	19,567.93	
Grants	2,017.80	
Grounds maintenance	1,599.34	
Office expenses/administration	6,902.69	Includes clerk's salary
Other expenses	1,544.07	
Premises	5,916.63	Includes insurance premium
Subscriptions	778.65	
<b>Total</b>	<b>39,075.11</b>	

Income	£	Notes
Precept	18,215.00	
Lottery Grant	-	
VAT reclaim	5,380.42	
CIL payment	-	
Other payments	151.08	
<b>Total</b>	<b>23,746.50</b>	

Balance per bank statement as at 30 <sup>th</sup> December 2023	£
Unity Trust - current account	20,672.81
Unity Trust - savings account	12,274.81
<b>Total</b>	<b>32,947.62</b>

### c) NALC Pay Increase

To approve the agreed NALC pay increase for the Parish Clerk.

### d) To approve a new website provider urgently.

Our current website server is corrupt beyond repair and the provider is retiring due to ill-health. A new website provider is needed and details will be sent to the Councillors for agreement before the next meeting.

## 8. Policies

### a) Approve the biodiversity policy. Appendix 3

## 9. Planning matters - to receive any report from the planning committee:

### (a) Applications still awaiting decision/in progress (as at 31<sup>st</sup> December 2023)

**LW/22/0688 – McBeans Orchid Nursery Resting Oak Hill Cooksbridge.** Outline Planning Application – Outline application will all matters reserved except access for the demolition of existing glasshouses and other buildings and erection of mixed residential and commercial use redevelopment comprising 9 no. dwellings and up to 1,420sqm of commercial uses within Use Class E(g) for McBeans Orchids Ltd.

**No Objection.**

**LW/23/0417 - Land West of A275, South Chailey**

This application which is situated in the Chailey Parish but close to the Hamsey Boundary.

**Objection**

**LW/23/0561 – Former Hamsey Brickworks**

Variation of conditions 1 (Plans) and 4 (Design Code) relating to approval LW/20/0609. To facilitate amendments to the plot layout and Design Code – To alter the layout and provide greater flexibility regarding scale.

**SDNP/23/04140/TCA – Coombe Lodge Mill Laine Farm. The Street, Offham**

T1 – Beech – 50% reduction in canopy

T2 – Holly – Fell

T3 – Chestnut – Removal all but primary trunk

Taking advice from tree warden

**(b) Applications determined/approved since last meeting**

N/A

**(c) New Applications**

**LW/23/0743 – 8 Chandlers Mead Cooksbridge**

Hip to gable side roof extension with flat roof rear dormer.

**SDNP/23/05125/HOUS – Swallow Cottage The Street Offham**

Single storey ground floor infill extension.

**No objection.**

**(d) Discussion on ‘Conyboro’ site and the implications for the Parish.**

**10. Grant Applications**

To consider any grant applications received

**11. Beechwood Hall Working Group – Cllrs Henry and McBrown**

To receive any reports from Beechwood Hall working group

**12. Environment**

To discuss any Environmental issues affecting the Parish

**13. Highway and Traffic issues - Cllr McBrown**

To discuss any Highway and Traffic issues

**14. To consider Rail and Bus issues – Cllr McBrown and Cllr Sanders**

To discuss any rail and bus issues

**15. Police/ Neighbourhood Watch - Cllr McBrown and Chair**

To discuss any Police & Neighbourhood watch issues

**16. General improvements to Parish**

To discuss general improvements to the Parish

**17. Reports from meetings**

To receive any additional reports from meetings attended by Councillors or Clerk

**18. Events**

**19. Footpaths and rights way**

To discuss footpaths and rights of way within the Parish

**20. Neighbourhood Plan**

**21. Communication**

**22. Correspondence**

To note correspondence received since the last meeting and any action required.

Please see November and December correspondence logs previously circulated.

**23. Future agenda items**

To discuss and note future agenda items/reports

**24. Date for next meeting**

Thursday 14<sup>th</sup> March 2024

**Signed..... Dated.....**

Marie Owen – Hamsey Parish Clerk/RFO

*Notes*

1. Agenda Item 22 relevant to any correspondence received – see monthly spreadsheet circulated previously. This spreadsheet includes various correspondence received weekly including newsletters from: NALC, Chief Executive Bulletin, Rural Bulletin, CPRE, Public Sector Executive and planning application details from LDC and SDNPA and meeting invitations and agendas.

2. Should any resident like to see a copy of the monthly correspondence log please contact the Parish Clerk on [clerk@hamsey.net](mailto:clerk@hamsey.net)

**Appendix 1 – Action Log**

<b>November 2023 Meeting</b>		<b>Responsibility</b>	<b>Completed</b>
1	Changing Places unit and bike racks - explore other possible funding pots	Td'A	Waiting to hear from SDNP – Funding not available. Dec 23 asked TdA to reapply.
2	Lost woods Project – proposals to move forward the project	Td'A/MC	Talks with new representatives from The Woodland Trust to take place.
3	Lack of signage near Bevernbridge	MM	
4	Phone Books funding	KMcB/AS	Railway grant not yet open. TOLD Community Improvement Grant maybe available. AS to meet with TOLD. CH to look Chalk Cliff Trust funding for events.
5	Book police enforcement van	KMcB	Wait for spring
6	Speak with Antler Homes re issues and opportunities	Td'A/MC	On going
7	Email ESCC School Patrol Officer	CH	Had contact with school. Email ESCC. Investigate the use of CIL for funding a Patrol Officer.
8	Find out from Development and Control about double yellow lines	Td'A	On going
9	Find out listing status on Curry Cottage	Td'A	Some scaffolding has been removed.
10	Leaflets to Bevernbridge residents	MC/CH	MC to contact an acquaintance that has set up a community centre.
11	Defibrillator Trainers	PC	PC to ask other Clerks
12	2024 event dates	All Cllrs	
13	Instagram training	CH	
14	Review Grant Policy	PC/CH	On going
15	Bank form to be returned	PC	Yes
16	Jim Redwood to be asked to provide basic planning training.	Td'A	
17	Update Planning Portal	PC	Yes
18	Invite Cllr Saunders to the Beechwood Hall meeting	MD	Yes
19	Introduce the tree warden and Cllr Sanders	Td'A	Cllr Sanders
20	Contact bus company regarding new timetables	AS	Yes

## Appendix 2 – Councillor’s Reports

### Tamsyn d’Arienzo Report HPC January 2023

#### Christmas

One of my favourite times in Hamsey Parish, and plenty to be proud of here.

1. Parties. A huge effort to great effect from the HPC Team to put on 2 events on one night- a light trail for the children and an evening party for the adults complete with photobooth, dj, and complimentary pizzas for our amazing volunteers and contractors. Both events were a great success, with very happy Christmassy memories made. Particular thanks to the Kinch family and Cllr Henry for helping with cleaning for much of the next day.
2. Trees of Light. Howard Eaton has done us proud again, lighting up the faces of every passing person, driver or train passenger with his show stopping illuminations. Thanks a million to Howard’s team, and to a resident for supplying the electricity.
3. Sleigh. Hamsey Christmas Sleigh continues to be a labour of love for myself and the team who invest a significant amount of time and energy into caring for this brilliant vehicle. This year Santa and his elves (plus one Grinch!) lit up little faces all around the parish, as well as special guests at Greenacres at South Chailey, and some at East Chilmington. I further liaised with Chailey Tractor Club and Barcombe Parish Council to hand the sleigh over to them for their own community and fundraising events which were a great success.
4. Kids Meetup with Mini run by Cllr Carrie Henry is a big hit. It's amazing and selfless of Cllr Henry to manage these meet ups whilst managing her own small ones, and her full time job. We are very lucky to have Carrie running this for our smallest residents and their grateful parents.

#### Website down

Unfortunately community website hamsey.net website along with 30 other parishes, and Friends of Hamsey Church website, is down without any hope for recovery. Myself and Cllr Minty Cadwallader are working to get a new one set up ASAP.

#### Housing

Anyone who has missed the news of potential housing plans for Cooksbridge probably won’t be reading these minutes either, however it should be noted that <https://www.donturbanisehamsey.org/> is a good resource for information about these plans. Previously we have directed people to hamsey.net/planning, but at the time of writing, this website has been declared irretrievably damaged by a virus (one of 30 parish councils), so we are working on getting a replacement up and running ASAP.

The scale of the proposals, for up to 1100 homes which would effectively join up Cooksbridge with Hamsey village, decimating the fields along the way, is truly shocking. Please keep an eye out on Hamsey Community Facebook, as well as the above campaign, and hamsey.net when it’s back up and running - all places with ideas for ways in which you can have your voice heard when responding to the latest consultation <http://www.planningpolicyconsult.lewes-eastbourne.gov.uk/> which closes on 8th February.

#### Planning

I attend Planning Service User Group meetings for insights into Planning changes (national and local) developments and issues/changes at LDC (Lewes District Council). Our parish is quite unusual in that it falls both within LDC and SDNP. A recent SDNPA (South Downs National Park Authority) workshop I attended with Cllr Minty Cadwallader did not give away which sites are being considered for housing, but it did indicate that sites within the Park, which adjoin existing settlements outside the Park may be considered. We expect news in Spring.

### Bevernbridge

I can safely say not a month has gone by since 2014 when I have not been involved in Bevernbridge planning applications and developments in some capacity. Much of these communications have been negotiating with developers in relation to planning conditions and community benefits, for example changing plans to allow all Bevernbridge residents access to the woodlands rather than enclosing them with thorns, and having junk removed from the same area in the ancient woodlands there. Most recent communications have been about house builder Antler installing bus shelters (which would not have been installed without Hamsey Parish Council accepting future maintenance of them), road safety (trying to push for a reduced speed limit and safer crossing), and a new community building (set to be provided to local residents once the latest stage of house building is complete). HPC is likely to be key in working with Old Hamsey Lakes and Bevernbridge residents to set up a working group and apply for grants and planning consent to convert the new shell into a community hub once the ownership has changed hands.

### Sustrans Active Travel Route

Cycleway charity Sustrans have completed their feasibility study for possible overland walk and cycle routes which avoid the A275 and connect South Chailey via Bevernbridge to Cooksbridge, Offham, Hamsey and Lewes. The report provides a good starting point for talks with key landowners in January/February, who will no doubt have some good suggestions of their own.

### Chairmans Forum

Main issues are around housing developments and road safety.

### Beechwood Hall

My grant application for CIL (Community infrastructure money) towards a new Changing Places unit at Beechwood Hall was unfortunately unsuccessful in this round. SDNPA has invited us to reapply for the next round, so we will speak to a trusted architect to see if we can adapt plans to make them more attractive to the committee. We are currently seeking engineers to survive the wind turbine for routine maintenance, and we have a big bill to pay to have the zip wire made more stable. I met with glaziers before Christmas as a door at the hall crashed against a bench in the wind, causing the glass to smash. Hall Manager Kelly has been liaising to replace the glass but it's not been easy. Kelly managed to have the floors replaced in the kitchen and bathrooms, so visitors can benefit from a flat and non-slip surface from now on.

### Footpaths

Many dog walkers are now walking their dogs around the village on pavements because of the mud created by the recent cultivation of footpaths locally. It has greatly affected the enjoyment of the countryside for many people and I hope the same situation will not be repeated next year.

### EVRI

After a long battle (since September 2022), I am pleased to report that my court action against courier company Evri has resulted in a payout to cover the cost of our lost football nets and wheels, as well as court costs. The money, which had been written off, can now be channelled back into some positive community endeavours, as well as probably more nets and wheels!

### Grass Cutting

Despite being given many hoops to jump through, we have decided to move away from ESCC (county council) contracted grass cutting this year, and instead have instructed Barcombe Landscapes as they carry out good work for Beechwood Hall. Hopefully this local touch will result in a higher standard, and more appropriate timings depending on weather etc.

### New Councillors

We have had interest from two residents who I believe will make excellent parish councillors. I hope they will be on board over the next two months. Meanwhile we all are conscious of the need for someone to assume Chairperson responsibilities when I step down this May.

### School Parking- Station agreement

I approached Network Rail, and ultimately car park owners GTR to explain the impact station car park charging is having on street parking, particularly during drop off and pick up times at Hamsey School. GTR has kindly agreed that parents may use the railway station carpark for short periods at the beginning and end of the school day. Head of School Mr Dean has communicated this option to parents with a reminder not to park outside the school, where visibility is needed for families crossing the road.

### Trees

We have had some beautiful trees planted around the parish courtesy of LDC. ESCC have made a few errors in where some have been planted by contractors so I will be meeting them in January to arrange for some relocations.

After many communications I am pleased to say that the overbearing high hedge by Malthouse Way playground is in the process of being reduced to an appropriate size. Work so far has made a huge difference to the condition of the new playground surface, and to sunlight, whilst pressure on the boundary fence has been greatly reduced. I am assured by the resident of the leylandii trees that the final works will be completed as soon as their tree surgeon is restored to good health.

## Councillor Carolyn Henry

November 2023 – January 2024

### Areas of work

<b>Areas of responsibility</b>	<b>Activities</b>
Beechwood Hall	I continue to be the Safeguarding trustee of the hall and have attended an online training session to keep up my skills in Safeguarding. I have drafted hall booking guidelines to support the dual purpose of hall booking These will be finalised and signed off at the next trustees meeting.
Social media	Nil to report.
Community Events	I supported on the running of the Christmas events which were the light trail and the evening party. Massive thank you to all those who supported us on this as it was warmly received, and great feedback was given by so many.  The theatre event was another success. This was the second time we have run it and it was well received. The theatre group were really fantastic and gave a fun and entertaining performance. We raised donations which was great but agreed that next year we will charge a set fee instead of 'pay what you can' as this caused more confusion to people attending. It will remain low cost to encourage lots of people to attend.
Meet Up with Mini's	I organised an inset day Meet Up with Minis in January and this was a success with 12 families attending.



	<p>The Christmas MUWM was a great success and raised £45 in donations to offset the cost of the bouncy castle hire. It was a great atmosphere and lovely to see so many of the younger village children there.</p> <p>Next sessions booked in with the hall are the February half term date and also the Easter event on Good Friday which will be run in conjunction with the PTA of Hamsey Primary.</p>
GDPR	No updates
Emergency Planning	No updates
Projects	<p>I Have been campaigning for a safe crossing for school children and will write this up for the Hamsey News to update all of the correspondence that is ongoing.</p> <p>Inputting on the Grant policy that was drafted by Marie.</p>

### Actions from last meeting

1. Report the cycling incident to operation crackdown – done.

# Hamsey Parish Council

## Biodiversity Policy

### Background

Biodiversity means the variety of life around us and includes every species of plant and animal, the genetic material that makes them what they are, and the communities that they form. Biodiversity is essential to sustaining the living networks, or 'ecosystems', that provide us all with health, wealth, food, fuel and the vital services our lives depend on. It is a core component of sustainable development, underpinning economic development and prosperity. Conserving biodiversity can include restoring or enhancing a population or habitat.

Section 40 of the Natural Environment and Rural Communities Act (NERC) 2006 makes it clear that as a public authority Hamsey Parish Council has a duty to have regard to conserving biodiversity as part of its policy and decision making.

To help fulfil its commitments outlined in this policy, Hamsey Parish Council commits to carrying out a biodiversity audit when circumstances permit.

### Policy

The Council will show that it has regard for conserving biodiversity if it has identified ways to integrate biodiversity when it:

1. Uses the extent to which the site and building design of planning applications benefit biodiversity through the conservation and integration of existing habitats or provision of new habitats, as one of the criteria for supporting the applications.
2. Endeavours to conserve the biodiversity of the land it manages. It will adopt practices beneficial for biodiversity regarding cutting and removal of vegetation, application of chemicals and timing of maintenance work.
3. Takes care to word the specification of ground maintenance contracts to ensure that the work, while reaching acceptable standards, does not harm the natural environment.
4. Works in partnership with other organisations to protect, promote and enhance biodiversity within the parish.
5. Raises, wherever possible, public awareness of biodiversity issues by means of, for example, community involvement in biodiversity projects in the parish, such as tree planting and maintenance, wildflower meadows, birdbox making.
6. Communicates information and raises awareness of biodiversity through its website and newsletters.