

Hamsey Parish Council

www.hamsey.net

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Members of **HAMSEY PARISH COUNCIL** are summoned to attend the **meeting of Hamsey Parish Council** to be held on **Thursday 14th September 2023 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 before 5pm on Monday 4th September 2023 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. Declaration of interest from any Councillor regarding any item on the agenda

4. Minutes from the meeting held on Thursday 13th July 2023 to be agreed and signed as a true record

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

6. Financial matters

- a) **To approve payment of invoices as detailed** (including v.a.t). Please note salaries are not privy to the public.

Current Account

Transaction number	Payee	Amount £
V33	M Owen – Printer Ink	9.99
V34	Upper Bridge Enterprises – Website Hosting	206.78
V35	Parish Clerk – Salary	-
V36	HMRC	-
V37	20 Cleaning – Bus Shelter Cleaning	20.00
V38	Zurich – Malthouse Way Insurance	124.21
V39	T d'Arienzo – Dog Bags	44.47
V40	British Bins Ltd – New External Waste Bin	2832.60
V41	Offham Church – Grant	600.00
V42	SLCC – Parish Clerk Training	60.00
V43	Natalie Kinch – Phone Expenses	10.00
V44	T d'Arienzo – Jane Hamsey News Delivery	10.00

V45	ESALC – New Clerk Training	90.00
V46	T d'Arienzo – Land Registry Search	6.00
V47	Barcombe Landscapes Ltd – Beechwood Mowing	162.00
V48	L Bell – Land Registry Search	12.00
V49	M Owen – Printer Ink	9.99
V50	PKF Littlejohn – External Audit	378.00
V51	HMRC	-
V52	Parish Clerk – Salary	-
V53	G Cockram – Malthouse Way Grass Cutting	80.00
V54	20 Cleaning – Bus Shelter Cleaning	20.00

b) To note the Council's current financial situation

Detailed below is the expenditure and income for the period 1st April – 3rd September 2023

EXPENDITURE

Cost Centre	£	Notes
Audit	748.00	
Capital Expenses	12,019.93	Malthouse Way Play Equipment
Grants	2,017.80	
Grounds maintenance	1,091.36	
Office expenses/administration	4,119.28	Includes clerk's salary
Other expenses	336.23	
Premises	5,637.64	Includes insurance premium
Subscriptions	738.65	
TOTAL	26,708.89	

INCOME

	£	Notes
Precept	9,108.00	
Lottery Grant	-	
VAT reclaim	-	
CIL payment	-	
Other payments	68.27	
TOTAL	7,178.27	

Balance per bank statement as at 3 rd September 2023	£
Unity Trust - current account	27,275.12
Unity Trust - savings account	12,192.00
TOTAL	39,467.12

c) External audit

The external audit has been received and has been concluded without any comments.

d) Bank Signatories

Update bank signatories to include Parish Clerk

e) Budget v Actual

Look at budget v actual to date and start discussing 2024/2025 budget.

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

(a) Applications still awaiting decision/in progress (as at 3rd September 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/23/0345 Shelleys Folly Deadmantree Hill Barcombe

Internal refurbishment. Listed Building Consent Application - General redecorating, replacement of modern fixtures and fittings in kitchen and bathrooms and additional associated works.

(b) Applications determined/approved since last meeting

SDNP/22/05803/HOUS Hamsey Place Barn, Old Church Lane, Hamsey

Extension to existing barn and byre. Various internal and external works to include new window and door fitting and roof light openings.

Objection - Approved

Hamsey Parish Council objects to this proposal on the grounds that the extension to the main barn is an alien feature which disrupts the integrity of the listed barn and its historic relationship with the grade 1 listed church opposite, to the detriment of the historic character and appearance of this historic area, further domesticating the context of the church and its surroundings.

Hamsey Parish Council notes the minor revision made to these proposals, but we sustain our strong objection to these works on the grounds that they detract from the listed barn by modifying its form from the simple barn structure to an increased domesticated appearance. In form and detail this library extension also detracts from the extremely historic setting of the cherished grade I Church, which should as far as possible demonstrate a historically agricultural, not domestic context.

SDNP/22/05804/LIS Hamsey Place Barn, Old Church Lane, Hamsey

Extension to existing barn and byre. Various internal and external works to include new window and door fitting and roof light openings.

Objection - Approved

As above.

LW/23/0119 Two Ways Bevernbridge South Road South Common South Chailey.

Demolition of existing bungalow and workshop, creation of two pairs of semi-detached three bedroom dwellings. (4 units). Amended plans.

No objection – Approved

LW/23/0211 Hewen Street Farm South Road South Common South Chailey

Demolition of Atcost barn and two grain silos, erection of 4 3 bedroom houses. Amended plans.

No Objection - Approved

(c) New Applications

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

In addition to the above Hamsey Parish Council have objected to this application which is situated in the Chailey Parish but close to the Hamsey Boundary.

The objection is as follows:

Hamsey Parish Council objects to this planning application. We object because, like Chailey and other rural parishes in this District, we suffer from the same relentless threat to our communities and the countryside from the inexorable pressure of housing development, contrary to properly made statutory plans. Like Chailey, Hamsey invested time, effort and commitment from the whole community on its neighbourhood plan, having been encouraged to do so on the promise that local commitment would provide local control. Like Chailey, our plans are positive, and embrace the growth required of us by Lewes District Council. To discard this investment after a shelf life of only two years is insulting to all who participated. Nor do we lay the blame on LDC, who have also been given the impossible task of preparing complex plans for sensitive and complex areas in unrealistic time scales, and now face monstrous housing targets whose impact has not been assessed and is therefore unknown. We genuinely support the need for housing, but the pressure of development at this scale is more closely aligned to the interests of the volume housebuilders than local communities. It is not unusual for sites with permission not to be implemented because more value can be achieved by leaving land undeveloped and waiting for prices to rise – thus making the resultant housing less affordable for local people.

If the development does progress, either by approval by LDC or on appeal, we would encourage a contribution from the site towards the cycle link proposed as part of the Hamsey Neighbourhood Plan from Chailey to Lewes. We consider such infrastructure necessary to support alternative means of access to and from the site.

LW/23/0485 – 19 Chandlers Mead Cooksbridge

Replacement single storey rear extension, side infill extension and enlargement of porch with new timber cladding at all elevations.

8. Grant Applications

To consider any grant applications received

9. Beechwood Hall Working Group – Cllrs Henry and McBrown

To receive any reports from Beechwood Hall working group

10. Environment – Cllr Darling

To discuss any Environmental issues affecting the Parish

11. Highway and Traffic issues - Cllr McBrown

To discuss any Highway and Traffic issues

12. To consider Rail and Bus issues – Cllr McBrown and Cllr Saunders

To discuss any rail and bus issues

13. Police/ Neighbourhood Watch - Cllr McBrown and Chair

To discuss any Police & Neighbourhood watch issues

14. General improvements to Parish

To discuss general improvements to the Parish

a) Cllr Bell to update on Curry Cottage

15. Reports from meetings

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

16. Events**17. Footpaths and rights way**

To discuss footpaths and rights of way within the Parish

a) The reinstating the ploughed footpaths

18. Neighbourhood Plan**19 Communication**

a) Community Facebook Page

20. Correspondence

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

Please see July and August correspondence logs previously circulated.

21. Future agenda items

To discuss and note future agenda items/reports

22. Date for next meeting

Thursday 9th November 2023

Signed..... Dated.....
Marie Owen – Hamsey Parish Clerk/RFO

Notes

- 1. Agenda Item 20 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*

Appendix 1 – Action Log

September 2023 Meeting		Responsibility	Completed
1	To set up small working group to prepare updated Neighbourhood Plan	CH/JR	TBC
2	Changing Places unit and bike racks - explore other possible funding pots	Td'A/MD	Waiting to hear from SDNP
3	Lost woods Project – proposals to move forward the project	Td'A/MC	Talks with new representatives from The Woodland Trust to take place.
4	Lack of signage near Bevernbridge	MM	
5	Phone Books funding	KMcB/AS	Railway grant not yet open. TOLD Community Improvement Grant maybe available. Chalk Cliff Trust.
6	Speak with tree warden re survey	Td'A	Maps not available for our Parish to show Tree Protection Orders. Individual requests for information may be made.
7	Book police enforcement van	KMcB	
8	Speak with Antler Homes re trench	Td'A/MC	On going
9	Email ESCC School Patrol Officer	CH	
10	Find out from Development and Control about double yellow lines	Td'A	On going
11	Find out listing status on Curry Cottage	Td'A/LB	Not Listed. LB to investigate ownership.
12	Leaflets to Bevernbridge residents	MC/CH	
13	Add MC to Canva	Td'A	
14	Ask LDC why planning application missing	PC	No response
15	Arrange payment of Church grant	PC	Yes
16	Add new bus timetable to Hamsey News and Facebook	AS	Yes
17	Book genre request	AS	Yes
18	Offham noticeboard	LB	Yes
19	Defibrillator Training	PC	
20	Drive in cinema details	MC	
21	2024 event dates	All Cllrs	
22	Instagram training	CH	
23	Review Grant Policy	PC/CH	On going

Appendix 2 – Councillor’s Reports

Report from Cllr. Lindsey Bell for the Parish Council meeting on the 14th September 2023

Chalk Pits / Curry Cottage

I have been looking into the Situation at the Chalk Pits / Curry Cottage. I compiled a report in July regarding the rundown appearance of the buildings and surrounding areas. This report was circulated to members of the parish council and also to Tom Collins who is the senior caseworker for planning enforcement on the South Downs National Park. I sent an e-mail to him updating him on the condition of the building and also the tunnels which have been, since 2013, grade two listed. On the 14th of August I asked Tom for an update and received an e-mail back saying that the neighbourhood first team had been to visit to gather evidence and photos, he has also drafted documents for a Notice, should he not get any response from the freeholders. A second warning letter will be sent if no reply is received from his first letter (to date nothing has been received), a formal action against them can then be taken. I remain In contact with him.

15 Downsview, Cooksbridge

I investigated the fence which is falling down between the station and Malthouse Way, to the right of the footpath. This fence is in a bad state of repair and is being pushed over by the trees which are growing in the garden of the property. A letter has been sent to the owner of the property but to date no reply has been received. A discussion is needed as to how we move forward with this situation before the fence becomes dangerous.

Ploughing of footpaths within the parish

In August there were reports on the Hamsey Facebook page that's footpaths that lead from behind Chandlers Mead up to Hamsey Manor had been ploughed out. On investigation all the margins of the fields have been ploughed out up to the hedge lines. I did a walk along these ploughed footpaths and took photos to establish but it was also designated footpaths that had been ploughed, which is was. I then made a report to East Sussex who have a dedicated page entitled “report a problem with a right of way”. By law these footpaths should be reinstated within 14 days of ploughing over them.

I also made a report regarding the state of the footpath that runs over the fields beside Fishpond House towards Lower Tullys Wells. The start of this footpath is now so overgrown that it is almost impossible to use. I have taken photos and video evidence of the state of this footpath. Footpaths should be maintained by the landowner to a width of 1.5 metres. I have also made a report to East Sussex regarding this right of way.

The notice board in Offham

In July I put a notice on the board in Offham and also a post on Facebook asking residents of Offham if they still required their notice board. I received several communications indicating that the notice board was used and appreciated and that it should remain. It should be noted that the current notice board is in a very poor condition and that it is difficult to open the doors and it leaks.

I had a conversation with Chailey parish council and asked them who they used for their new notice boards. These are very smart wooden notice boards that have been put up in South Chailey and North Chailey. They used a local company based in Sheffield Park and said that this company came back with the lowest quote and that they were very happy with the new noticeboards. The general consensus among residents in Offham is that the notice board should be replaced with one in keeping with the village especially as there are a few grade two listed properties in the area.

Magazine deliveries

A resident in Offham contacted me with regards to the delivery of the Hamsey parish council magazine. They were concerned that they and a number of other properties were not receiving the magazine on a regular basis. I have been in contact with Moira who does a brilliant job delivering the magazines in Offham and she has said that she does deliver to all the properties but that she will double check that all houses are covered. She also told me that on her last delivery she was bitten by a dog at a property. I have said to her that on no account is she to deliver to properties where she feels uncomfortable or threatened. She is happy to continue delivering the magazine. However I will include several properties, on my delivery round, that she is unable to do.

Harvest festival October 2023

I have offered to help with a food collection on behalf of the parish for the harvest festival service at Saint Peters in Offham, details to be finalised.

Cllr. Minty Cadwallader

Report for meeting Sept 14th 2023

Action - Drive in cinema

August I looked into the potential of holding an open air Cinema night at Beechwood Hall on the 26th of August. Weather dependent and timing based on sunset. Seems like a fun night to be had. 26th of August was postponed to next year. Date to be confirmed.

Action added to canva and prepare flyers for residents at old Hamsey lakes

Flyer 1

I prepared a flyer which was passed round to all the residents in old Hamsey Lakes regarding the Bevernbridge sign. A colour pigment was taken from an old brick from old brickworks Lane and used against the Pantone book to find a relevant colour, helping to give the area some identity. Feedback has been mainly good apart from one or two comments. A request for a slightly different colour has now been requested and we are waiting on the Pantone number so we can run the flyer again. The most common feedback has been more about the name Bevernbridge, which many of the residents don't relate to and prefer calling at old Hamsey lakes or old Hamsey Brickworks . Many residents believe they live in South Chailey, due to the fact that it is on their postal addresses.

Flyer 2

In the process of completing a flyer to help residents know what's going on. Features planning applications of Lakeside development and Knights court development. Unit 3 community hub, Forest (lost woods, project) play area and bus shelters. First draft to be reviewed shortly.

Interesting to note while looking at planning applications for Knights court LW12/0622 there has been nine applications for discharge of conditions this year. All have been approved apart from 1 to do with contamination.

Children's play area discharge of conditions 6 approved 3rd July 2023,
Discharge of condition. 18 Air quality measures approved 18th of April 2023
Discharge of condition 8, ecological buffer approved, 3rd July 2023,
Discharge of conditions 2, construction management plan approved 20th of February 2023
Discharge of conditions 3 surface water drainage system, approved 23rd of May 2023
Discharge of condition 7, hard and soft landscape proposal approved 18th of April 2023
Discharge of conditions 9 energy reports approved 20th of February 2023
Discharge of conditions 4 drainage system plan is still awaiting decision.

Discharge of conditions, 30 contamination refused, 12th of April 2023

Details of each discharge of conditions is very difficult to find. So I don't fully understand what has been approved.

Action - Lostwoods Project
To follow up

Action - Antler trench
To follow up

Planning training arranged for September.

Cllr Kate McBrown – Report for HPC meeting September 14th 2023

It's been a quiet period since the last meeting, not much to report apart from the following:

Highways and Traffic issues

Upcoming works to note:

- Network Rail shall be carrying out works at Cooksbridge level crossing, Cooksbridge Road A275 from 13th September 22.00 – 15th September 06.00. Two-way traffic signals shall be in place.
- Drainage investigations to be carried out on the B2116 on 14th September 2023, 09.30 – 16.00. Two -way traffic signals shall be in place.
- Excavate, investigate and repair footpath void on path adjacent to Covers, Cooksbridge Road from 18th September 9.00- 19th September 15.00. Two-way signals in place.
- Temporary 15 minute delays likely at Hamsey level crossing, The Drove on 8th Oct between 08.00-17.00.
- The Drove, Hamsey Road closure to allow Network Rail to carry out essential rail works from 13th Oct 23.59 – 16th Oct 05.00. Diversion in place.
- North End Lane Road closure in place to allow BT to carry out works to excavate and replace 1 existing pole in verge to facilitate overhead spine cabling works from 17th October-18th October.
- Lewes Bonfire Celebrations, 4th Nov 16.00 – 5th Nov 01.00 Road closures in place from Landport fork A275 to include Hamsey Lane and The Drove.
- Road closure to allow South East Water to carry out maintenance and repair works on Whitfeld Lane with diversions in place. 6th Nov 08.00 – 9th Nov 17.00.
- Road closure in place on Town little worth Road, 28th-29th Nov, diversions in place to allow road works to be carried out.

Rail and Bus issues

I attended a GTR Summer Stakeholders drop-in session in London with Ian Ginn on behalf of the Station Partnership on the 31st August. We travelled up by train to King Cross via Cooksbridge then Haywards Heath. We were introduced to the CEO of GTR. We discussed the knock- on effect of the ticket booth closures and I plucked up the courage to chat to the CEO to request that our ticket machine at Cooksbridge station be repaired as soon as possible to which he agreed. It was a pleasure to speak to other members of GTR. I asked when the applications for the Rail community grant would be open for us to apply but unfortunately, there's a back log from last year's applications which has had a ripple effect to this years. We were invited along to another Stakeholder event based around community on 22nd September but as of yet still waiting for the details to be confirmed.

The next Station Partnership meeting is scheduled for Tuesday 26th September at 19.30.

Police/Neighbourhood issues

No matters have been reported to me since the last meeting. I'm waiting for PCSO Rose Stainer to confirm availability for the Police Community Enforcement Van to attend.

Cllr Amanda Sanders, September 2023

It has been a quiet time since the last meeting.

The main thing I have worked on has been the Community Library project. On 18th July I tidied up the phone box and replaced some very old stock with some newer books from East Sussex Libraries so the shelves were completely full. I also asked for input from residents regards what stock they would like to see. I put a poll on Facebook, a shout out in Hamsey News and, (thank you to Natalie Kinch, our inclusion officer) a poster inside the phone box.

Councillor Carolyn Henry

July - September 2023

Areas of work

Areas of responsibility	Activities
Beechwood Hall	I continue to be the Safeguarding trustee of the hall. I continue to review the budget and spending as required and support in the role of a trustee.
Social media	Following on from the action plan created, I have been in communication with a social media advisor to arrange training. Training date TBC.
Community Events	I have been working with the community theatre to source a new production as unfortunate the one booked is running the same show as last year instead of the planned new one. Another company is now confirmed and the advertising and ticket set up is being planned. I will soon have the tickets available, there is no requirement to pay at the time of securing the ticket but we will be asking people to 'pay what they can' on the door.

Meet Up with Mini's	<p>The play sessions continue to be popular most months. We have had new toy donations which the children enjoy.</p> <p>We had a very successful summer special event with over 20 families attending. The Beechwood fund paid for Little Learners to run a messy play session at the hall and there was a suggested donation of £3/family which meant everyone could attend without a financial barrier but we also fundraised nearly half the cost back.</p> <p>A bouncy castle Christmas special has been arranged for December. They will also run in October and November then a review of numbers will take place in the new year to see if it is viable now that a large number of regular attendees are moving to Primary school.</p>
GDPR	No updates
Emergency Planning	No updates
Projects	<p>I am planning to run a Nearly New Sale in the hall focussing on childrens toys, books and equipment. The aim is to encourage recycling of toys and equipment as well as good quality items being available at reasonable prices. A small play area will be available and I will approach the PTA and the church to see if anyone would like to run the teas and coffees.</p>

Actions from last meeting

1. Toy swap – Now planning nearly new sale for October 28th, which will require less volunteers. Awaiting confirmation of the hall being booked then advertising to start.
2. Scoping of Lolly pop person – ongoing, email sent to school and ESCC.
3. Review Grant Policy – ongoing
4. Instagram training – awaiting dates to confirm training
5. Leaflets to Bevernbridge – Minty kindly did all the work.