

**Hamsey Parish Council**

[www.hamsey.net](http://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 **Tuesday 23<sup>rd</sup> May 2023 at 7.30pm** 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 15<sup>th</sup> May 2023 or they may attend in person.*

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

**1. Election of chair/vice chair.**

**2. Apologies for absence**

**3. Questions from the public**

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

**5. Minutes from the meeting held on Thursday 16<sup>th</sup> March 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). Please note salaries are not privy to the public.**

**Current Account**

Transaction number	Payee	Amount £
668303706 V118	Twenty Window Cleaning	20.00
889677940 V119	Clerk – Printer Ink	9.99
112492848 V120	HMRC	29.20
479646903 V121	Clerk – Salary	-
277371159 V122	Clerk – Stationery	22.95
512936876 V123	Mrs Kinch – Software	103.99
22137222 V124	Eibe – Malthouse Way Playground	13,839.31

580217727 V125	DWL Print & Design – Bevernbridge Sign	588.00
V126	Unity Trust – Bank Charges	18.00
635005220 V1	Marie Owen – Printer Ink	9.99
954626747 V2	Scribe – Annual Subscription	414.72
882260416 V3	ESALC Limited – Annual Subscription	184.93
185967165 V4	ESCC – Grass Cutting	413.36
71324344 V5	Clerk Salary	-
767046691 V6	Clerk NI	-
761949162 V7	Symes Tree Surgery – Malthouse Way Play Park	100.00
51705970 V8	Cllr d'Arienzo – OS Map	25.98
200087484 V9	Cllr d'Arienzo – Leaflet Printing	54.25
494496743 V10	Eibe – Malthouse Way Playground	6,512.40
606792808 V11	Twenty Window Cleaning – Bus Shelters	20.00
170096465 V12	SLCC – Annual Subscription	139.00

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

Detailed below is the expenditure and income for the period 1 April – 07/05/2023

**EXPENDITURE**

Cost Centre	£	Notes
Audit	-	
Capital Expenses	6,612.40	Malthouse Way Play Equipment
Grants	-	
Grounds maintenance	413.36	
Office expenses/administration	662.46	Includes clerk's salary
Other expenses	80.23	
Premises	20.00	
Subscriptions	738.65	
<b>TOTAL</b>	<b>8,527.10</b>	

**INCOME**

	£	Notes
Precept	9,108.00	
Lottery Grant	-	
VAT reclaim	-	
CIL payment	-	
Other payments	-	
<b>TOTAL</b>	<b>9,108.00</b>	

<b>Balance per bank statement as at 7<sup>th</sup> May 2023</b>	<b>£</b>
Unity Trust - current account	36,470.51
Unpresented cheques	0
Unity Trust - savings account	12,123.73
<b>TOTAL</b>	<b>48,594.24</b>

**c) To note and agree the AGAR return for financial year ending 31 March 2023 - Attached**

The Council are requested to agree and approve the Annual Governance and Accountability return for 2022/2023 (see appendix 2 to this agenda) which is subject to the Internal Auditor's visit.

Any issues arising from the AGAR and the internal auditor's visit will be reported to the next Council meeting.

Section 1 of the AGAR – Review and approve

Section 2 of the AGAR – Review and approve

Notice of elector's rights – To confirm dates

**d) To approve the Financial Regulations 2023 - Unrevised**

**e) To approve the Standing Orders 2023 – Unrevised**

**f) To approve the Model Code of Conduct – Emailed previously**

**g) To approve the Insurance quote from Zurich – Attached**

**h) To approve the Fixed Asset Schedule – Attached**

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

**(a) Applications still awaiting decision/in progress (as at 7<sup>th</sup> May 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.**

**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.**

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.**

As above.

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

**LW/22/0418 - Land West of A275, South Chailey**

**Objection.**

**Refused.**

**LW/14/0712 – Retained Land at Antler Homes Old Hamsey Brickworks.**

Discharge of condition 30 (Contamination)

**Refused.**

**LW/21/0622 – Retained Land at Antler Homes Old Hamsey Brickworks.**

Discharge of condition 7 (Hard and Soft Landscape Proposals)

**Approved.**

**(c) New Applications**

**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).

**SDNP/23/01604/TCA The Blacksmiths Arms, The Street, Offham**

T1 - Sycamore - Reduce by 3-4m all round to natural pruning points

**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.

**No Objection**

**9. Grant Applications**

To consider any grant applications received

Request for £55 from Cooksbridge Station Partnership.

Request for £300 from Kent Surrey Sussex Air Ambulance Charity.

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

To receive any reports from Beechwood Hall working group

**11. Environment –**

To discuss any Environmental issues affecting the Parish

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

To discuss any Highway and Traffic issues

**13. To consider Rail and Bus issues – Cllr Henry**

To discuss any rail and bus issues

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

To discuss any Police & Neighbourhood watch issues

**15. General improvements to Parish**

To discuss general improvements to the Parish

**16. Reports from meetings**

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

**17. Events**

**18. Footpaths and rights way**

To discuss footpaths and rights of way within the Parish

**19. Neighbourhood plan**

To discuss the current status, and future plans.

**20. Correspondence**

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

Please see March and April correspondence logs previously circulated.

**21. Future agenda items**

To discuss and note future agenda items/reports

**22. Date for next meeting**

Thursday 13<sup>th</sup> July 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](mailto:clerk@hamsey.net)*

## Appendix 1 – Action Log

March 2023 Meeting		Responsibility	Completed
1	To set up small working group to prepare updated Neighbourhood Plan	CH/JR	Meeting 11/05/2023 Postponed
2	Changing Places unit explore other possible funding pots	Td'A	4 funding enquiries in progress.
3	Lost woods Project – proposals to move forward the project	Td'A/LMcK	Talks with new representatives from Antler in place.
4	Bus shelters at Bevernbridge – Add to insurance schedule and asset register once in place	PC	
5	Lack of signage near Bevernbridge	MM	
6	Phone Books funding	KMcB	
7	Ask LDC for details on planning cases	PC	Yes
8	Ask police for more visibility in the Parish	KMcB	Yes
9	Financial Risk Assessment to be added to Website	PC	Yes