

**Hamsey Parish Council**

[www.hamseyparish.gov.uk](http://www.hamseyparish.gov.uk)

Marie Owen, Clerk to Hamsey Parish Council  
Beechwood Hall & Rural Park, Beechwood Lane, Cooksbridge, BN7 3QG  
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Members of **HAMSEY PARISH COUNCIL** are summoned to attend the **meeting of Hamsey Parish Council** to be held on **Thursday 18<sup>th</sup> July 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@hamseyparish.gov.uk](mailto:clerk@hamseyparish.gov.uk) before 5pm on Monday 15<sup>th</sup> July 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-option of a new Councillor**

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

**5. Minutes from the meetings held on Thursday 9<sup>th</sup> May 2024 and on Thursday 6<sup>th</sup> June 2024 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>
V14	Knill James – Payroll Costs	545.88
V15	Marie Owen – Printer Ink	11.99
V16	Marie Owen – Tree Plaque	80.15
V17	Twenty Window Cleaning – Bus Stops	20.00
V18	Barcombe Landscapes – Mowing	174.00
V19	MH Goals – Goal Wheels	460.80
V20	Marie Owen – May Salary	667.40
V21	HMRC	39.00
V22	Manutan – Waste Bin	571.32
V23	Steve Brentnall – Internal Audit	395.00
V24	Zurich Municipal -Insurance	2749.34
V25	Marie Owen – Black Sacks	23.98
V26	Beechwood Hall Return of Loan	-1000.00
V27	Marie Owen – June Salary	667.40
V28	HMRC	39.00
V29	Marie Owen – Printer Ink	11.99
V30	Ms Clegg – Newsletter and Printing	452.41

V31	ESALC – Training	48.00
V32	G Cockram – Malthouse Mowing	260.00
V33	Radio Relay Ltd – Signs	178.80
V34	MH Goals – Goal posts repairs	30.24
V35	LDALC – Annual Subscription 2 years	40.00
V36	Unity Trust – Bank Charges	18.00
V37	Marie Owen – Printer Ink	11.99
V38	KA Gardening – Chandlers Mead Bin	60.00

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

Detailed below is the expenditure and income for the period 1<sup>st</sup> April 2024 – 6<sup>th</sup> July 2024

<b>Expenditure</b>	<b>£</b>	<b>Notes</b>
Audit	395.00	
Capital Expenses	-	
Grants	305.00	
Grounds maintenance	405.00	
Office expenses/administration	2,673.95	Includes clerk's salary
Other expenses	550.41	
Premises	4,060.41	
Subscriptions	787.11	
<b>Total</b>	<b>9,176.88</b>	

<b>Income</b>	<b>£</b>	<b>Notes</b>
Precept	9,563.00	
Lottery Grant	-	
VAT reclaim	-	
CIL payment	-	
Bank Interest	85.32	
Other payments	186.00	Urban Grass Cutting
<b>Total</b>	<b>9,834.32</b>	

<b>Balance per bank statement as at 6<sup>th</sup> July 2024</b>	<b>£</b>
Unity Trust - current account	11,812.86
Unity Trust - savings account	12,529.95
<b>Total</b>	<b>24,342.81</b>

**c) To review and agree the accounting procedures.**

**d) To accept the CIL bid income of £14,000**

**8. Councillors' Roles**

**9. Policies**

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

**(a) Applications still awaiting decision/in progress (as at 6<sup>th</sup> July 2024)**

LW/24/0292 – 2 Malthouse Hall, Cooksbridge

**Flat- roofed rear garden room.**

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

**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

**T2 & T3 Complete. A TPO has now been served on T1**

**SDNP/24/00547/TCA – Studio Forge, The Street, Offham**

T1 – Hazel – Fell to the ground – Stump to remain

T2 – Horse Chestnut – Fell to the ground – Stump to remain.

**Approved**

**(c) New Applications**

**SDNP/24/02198/TCA – The Blacksmith Arms, The Street, Offham**

T1 – Beech – Reduce by 2-3m all round to natural pruning points.

T2 – Horse Chestnut – Reduce by 2-3m all round to natural pruning points.

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

**11. Grant Applications**

To consider any grant applications received

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

To receive any reports from Beechwood Hall working group

**13. Environment**

To discuss any Environmental issues affecting the Parish

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

To discuss any Highway and Traffic issues

a) Traffic monitoring.

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

To discuss any rail and bus issues

a) Cllr Sanders to discuss railway car park.

**16. Police/ Neighbourhood Watch - Cllr McBrown**

To discuss any Police & Neighbourhood watch issues

**17. General improvements to Parish**

To discuss general improvements to the Parish

**18. Reports from meetings**

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

**19. Events**

**20. Footpaths and rights way**

To discuss footpaths and rights of way within the Parish

**21. Neighbourhood Plan**

**22. Communication**

**23. Correspondence**

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

Please see May and June correspondence logs previously circulated.

**24. Future agenda items**

To discuss and note future agenda items/reports

**25. Date for next meeting**

Thursday 12<sup>th</sup> September 2024.

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

Marie Owen – Hamsey Parish Clerk/RFO

*Notes*

*1. Agenda Item 23 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@hamseyparish.gov.uk](mailto:clerk@hamseyparish.gov.uk)*

**Appendix 1 – Action Log**

<b>May 2024 Meeting</b>		<b>Responsibility</b>	<b>Completed</b>
1	Bike racks	CH	Follow up.
2	Lost woods Project – proposals to move forward the project	MC	Liaise with the Friends of the Woods representative.
3	Lack of signage near Bevernbridge	KMcB	SLR Meeting
4	Phone Books funding	KMcB/AS	Looking at other funding options.
5	Book police enforcement van	KMcB	Police have stopped these at present.
6	Speak with Antler Homes re issues and opportunities	MC	Ongoing. The bus stops are now up.
7	Email ESCC School Patrol Officer	CH/KMcB	Ongoing. KMcB to discuss at SLR meeting.
8	Find out from Development and Control about double yellow lines	RB	Ongoing. Outside school and Hamsey Lane. Signs from PC on Hamsey Lane?
9	Review Grant Policy	PC/CH	Ongoing
10	Fitting of noticeboards	MC	To speak with contractor and Antler Homes
11	Contact the tree warden with respect to SDNP/24/00547/TCA	MC	
12	Water Fountain purchase and arrange fitting.		On hold and moved to Beechwood Team
13	Contact Highways re Resting Oak Hill	KMcB	Highways to contact landowners re ditches.
14	Contact Dan W re crash barriers in Bevernbridge	MC/KMcB	SLR Meeting
15	Send out wastebin details and order	PC	Ordered
16	Update planning portal LW/24/0292	PC	Yes
17	Meet with Beechwood Hall Team	CH	
18	Check bus timetables	AS	Yes
19	Signage for bins at Beechwood	RB	
20	Playground. Investigate free storage	MC	
21	Playground. Quote for installation at Beechwood Park	MC	
22	Wind Turbine service details to Beechwood Hall team	PC	Yes
23	Talk with Helen Clegg re Hamsey news	MC	

## **Appendix 2 – Councillor’s Reports**

### **Councillor Cadwallader**

#### **Bevernbridge Play area**

After discussions with Antler and change of planning not going anywhere fast. Quotes for dismantle, storage and rebuild it was decided that it was best to thank LDC for their kind offer of the playground pieces and suggest a more appropriate site at Chailey.

#### **Hamsey Parish News**

A great Spring HPN was created by Helen Clegg, I wrote my first intro piece for this and recently Helen gave me a bit of Canva training

#### **Lost woods**

I made a poster, laminated it and put them around Bevernbridge. Mita a neighbour at Lakeside is keen to get friends of the wood up and running. A whatsapp group has now formed.

#### **Hamsey trees**

Report from our tree warden Mark Pullen

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

The Council provided no objection to this notification and as a result, works to T2 & T3 were completed as set out in the section 211 notification. However, a TPO has now been served on T1.

SDNP/24/00547/TCA – Studio Forge, The Street, Offham

T1 – Hazel – Fell to the ground – Stump to remain

T2 – Horse Chestnut – Fell to the ground – Stump to remain.

The Council provided no objection to this notification. The applicant has 2 years to complete the works described.

#### **Bevernbridge Noticeboard**

Yet to be fitted, on Kevin’s list of jobs. Arranged for this week

#### **18th May 2024 - Meeting**

##### **Meeting between HPC, L&E and Don’t urbanise Hamsey regarding the development.**

LDC are awaiting transport and environmental assessments for the Local Plan site allocations, these have not been undertaken for site 19HY yet.

They cannot issue the consultation responses from the previous Regulation 18 consultation during purdah, these will be issued after the election.

They implied the next draft of the Local Plan would also be out for consultation after the election, although given the outstanding reports this seems unlikely. I would realistically expect this to be late Autumn.

Rob indicated that the transport modelling would be a ‘key issue’ for this site.

Site 19HY has not yet been discounted from the Local Plan site allocations. Discounting of sites will only occur at Regulation 19 stage (i.e the final draft of the Local Plan before it is assessed by a Planning Inspector)

Rob confirmed he will send the details/methodology for the aggregation of housing numbers in relation to Lewes Town- and how the figures are adjusted to account for the district’s largest town being within the National Park.

The housing numbers in the Local Plan are in accordance with the National Planning Policy Framework. Rob states he wants to use the evidence base ‘as much as possible’ to reduce the numbers.

Various faults with the current evidence base (particularly the Landscape Sensitivity Assessment by AECOM) were discussed and Rob said these faults are being reviewed and will be addressed in the next round of consultation documents. LDC will engage with Don't Urbanise Hamsey before the Regulation 19 consultation on this matter.

Rob confirmed that even though there are faults with the LSA, Eton New Town is not being reconsidered in the Local Plan and remains discounted as a site allocation.

Rob asked what range of housing numbers could be acceptable to the community. No number was provided but it is generally accepted that a proportionate number of homes could be appropriate (well under the current minimum number of 200)

Neil advised an Infrastructure Delivery Plan is underway which may address some concerns about school capacity, highways etc.

LDC agreed to keep an open line of communication and actively engage with DUH.

### **A275 Safer Roads - Campaign - Led by Joa**

A meeting was held at the Blacksmiths Arms regarding the latest accidents and collisions. Including the terrible crash right into the pub building. Plans are afoot to help reduce the overall speed limit from Chailey through to Offham and removing the national speed limits either side of Cooksbridge and Offham. I am writing to PC Stephen O'Connell from Sussex police to ask his advice on how best to form a traffic monitoring group.

### **Councillor Carolyn Henry**

June - July 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 another online training session to keep up my skills in Safeguarding. I have also reviewed the new British standard guidance to ensure we comply. I have been working closely with Rachel the accountant and Marie the Parish Clerk to ensure we have the processes and procedures in place as well as a suitable access to funds through our bank.
Community Events	I am working with the theatre group for the upcoming event in October and the advertising will start soon. I have created the Eventbrite page and the posters/flyers are being printed. I am working on the August 31 <sup>st</sup> event and am printing flyers which will be delivered. I need to create signs for the road and confirm all the events.  It was agreed at the Beechwood meeting to do the light trail again this year. The event will be late afternoon and will not include the party later in the evening. I will start working on the coordination in the coming months and get a save the date in the next issue of the Hamsey News.
Meet Up with Mini's	No planned events at present. I am discussing the future options with local parents of younger children and also looking for children's groups that would like to book in the hall to provide local groups for younger children.
GDPR	No updates
Emergency Planning	No updates
Projects	I have attended the event called by local LDC councillors for the road safety at Offham and continued campaigning for road safety around the school area.

### Actions from last meeting

Bike Racks – Meeting with Alistair on Friday 5<sup>th</sup> July to discuss. The application was approved but he wants to make sure they are the right thing for the environment.

School patrol/road safety – attended the police meeting as above and awaiting the SLR meeting in September.

Grant policy – will pick this up again in August

### **Cllr Amanda Sanders**

#### Trees

I met with Inclusion Officer, Natalie Kinch on 17<sup>th</sup> May to look at trees around Little Mead, Chandlers Mead and the Phone Books area. We identified a tree which we thought was dead. Also one of the new trees at the beginning of Chandlers Mead had been planted maybe too close to an existing tree. I emailed Chris Bibb about our observations. His reply was: *I was passing today and saw the tree. The dead tree is a cherry tree and unfortunately, they are relatively short lived. I will get it removed. Regarding the other tree, yes, I note it is planted close to another tree but the ash tree will likely need to be removed in the coming years (though it looks fine now) so it would be good to have a tree close by to replace it.* The dead tree was removed a couple of days later.

#### Phone Books Library

Myself and Inclusion Officer, Natalie Kinch re-stocked the Phone Books again on 24<sup>th</sup> May.

#### Social Media

I met with Cllr. Robin Bates on 28<sup>th</sup> May. This was just to give him background information on previous discussions by HPC regarding various social media platforms, how they are currently administered and how we previously had hoped they would be administered.

#### Beechwood Trustees

I attended a Trustees meeting on 6<sup>th</sup> June. Minutes have been distributed. I have agreed to be the second signatory on the bank accounts for Beechwood.

#### Rail and Bus issues

I attended a Rail Committee meeting on 11<sup>th</sup> June. Minutes have been distributed by the Chair. We discussed that due to the constituency boundary changes, Hamsey parish will be represented by a new member of parliament after the general election on 4th July 2024. We thought this could represent an opportunity for the parish council to re-engage with respect to a coordinated approach (together with LDC and ESCC) to parking within Cooksbridge, including the issue of charging for the station car park. I have asked Marie to add this to the agenda to discuss at the July HPC meeting. The next Rail meeting is scheduled for September.

We received the new hard copies of the Compass travel bus timetables. They were put in the Phone Books for anyone to take. No changes for the Hamsey Area

#### Cooksbridge Community Space

Cllr Kate McBrown, Inclusion Officer Natalie Kinch and myself met on 20<sup>th</sup> June to discuss our plans going forward for the Cooksbridge Area before our meeting with the new LDC housing person. Kate has already been speaking with a Chandlers Mead resident who would like to start up a volunteer



gardening group; she will follow this up. We are meeting again on 17<sup>th</sup> July to look at other villages to help with ideas.

### **Meeting with Dennis Watts, LDC Housing Senior Caseworker for the Cooksbridge Area**

Cllr Kate McBrown and myself had a site meeting with Dennis Watts on 21<sup>st</sup> June to discuss issues that had been raised by residents in Little Mead and also the security of the Downs View car park.

We met at the Phone Books, walked round with him, explained that Kate, Natalie and myself had met the day before and identified the main points of concern from residents, which we passed on to him. He will get back to us as soon as he is able and agreed to remain in contact regularly.

We discussed our ideas going forward to form a residents' voluntary group to have some gardening days. We plan to maybe replace the bench by the bus stop to match the other 2 new benches, and perhaps put a path across for accessibility, etc. We are also planning to tidy up Little Mead and Chandlers Mead. This is why we would like to work with Dennis to see if he can help us by communicating with the gardeners, and give us the LDC gardening rota. We hope to make the area look neat and inviting like some of the other villages in the area. Dennis confirmed the Phone Books area of land belongs to LDC, and he has emailed us the confirmation from Property Services.

Regards Downs View, we walked down to look at the car park. Dennis will look into bringing down the height of the hedges and maybe installing a motion sensor light.

### **Councillor McBrown**

Since the last meeting back in May, I've been in regular contact with East Sussex Highways reporting various issues throughout the whole Parish. A lot of the ongoing issues will be put on the agenda and discussed at the upcoming SLR meeting in September.

I'll update our community Facebook page with any upcoming Highways works as I'm notified.

I'm planning on attending a drop in -session for Station Stakeholders hosted by GTR in Blackfriars on the 15<sup>th</sup> July. I'll feedback any relevant information at the next meeting.

I keep in regular contact with our local PCSO Rose Stainer about any local policing issues however, not much has been reported of late apart from one recent incident involving slashed vehicle tyres in Cooksbridge. This has been reported to the police.