



# PLUMPTON PARISH COUNCIL

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## Minutes of the Parish Council Meeting held in Plumpton Village Hall on 11<sup>th</sup> July 2017 at 19.45.

**Present:** Cllr N Beaumont (Cllr NB) (Chair), Cllr N Satchell (Cllr NS), Cllr Gail Murphy (Cllr GM), Cllr E Elford (Cllr EE), Cllr Chris Thompson (Cllr CT).

**Absent:** Cllr C Jackson (Cllr CJ) & Cllr S Morris (Cllr SM)

**Anita Emery (Clerk & RFO).**

**Members of the Public: 2**

1. To accept apologies for absence
  - **Cllr C Jackson (Cllr CJ), Cllr S Morris (Cllr SM) and County and District Cllr S Osborne tendered their apologies, It was noted that Cllr R Stone was not present.**
2. To Approve Minutes from Parish Council meeting held on 13<sup>th</sup> June 2017
  - **It was RESOLVED and AGREED that minutes of the meeting 13/06/2017 were an accurate account of the meeting**
3. Clerks Report on any Matters Arising not covered elsewhere on the agenda.
  - The Clerk reported the Charity Accounts for 2015/16 & 2016/17 were in final form and were to be ratified.  
**It was RESOLVED and AGREED that the Charity Accounts for 2015/16 & 2016/17 were duly accepted. Cllr EE signed for Playing Field Accounts and Cllr CT for Village Hall.**
  - The Clerk has received a small grant application for review at the September PC meeting. The Clerk requested that going forward Small Grant Applications be submitted by end of April and approved at the May PC Meeting. **This was unanimously agreed.**
4. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
  - **It was noted that Cllr NS made a declaration of interest towards any business transacted concerning Noland's Farm and the Neighbourhood Plan.**
  - **No other declarations were received**



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5. Brief Report from the County and District Councillor on matters affecting this Parish.
  - None received
6. Questions from Members of the Public – limited to a maximum of 10 minutes in total
  - No questions received from the Public.
7. Planning Applications
  - i) **LW/17/0464**  
Byre Cottage, Station Road, Plumpton Green, East Sussex BN7 3DF  
Proposed two storey extension and alterations
    - The PC reviewed the above planning application. **It was RESOLVED and AGREED to submit a 'support' comment towards the planning application LW/17/0464. The Clerk to process.**
  - ii) **LW/17/0507**  
Bluebell Woods Green Lane Plumpton East Sussex BN7 3FB  
Proposed replacement dwelling
    - The PC reviewed the above planning application. **It was RESOLVED and AGREED to submit a 'support' comment towards the planning application LW/17/0507. The Clerk to process.**
  - iii) **LW/17/0229**  
5 Riddens Close, Plumpton, East Sussex.  
Demolish existing house and garaging and construct replacement dwelling with new double garage and raised decked area to garden. (Amended plans).
    - The PC reviewed the above planning application. **It was RESOLVED and AGREED to submit a 'refer to planners at LDC' comment towards the planning application LW/17/0229. The Clerk to process.**
8. Finance Committee Report 11/7/17
  - Cllr EE reported the Charity Accounts are being submitted for the last two years.
  - Cllr EE reported on payments over £500 to Council as reported in Appendix 1 & 2
  - Cllr EE reported the Clerk will provide current spend to date at the September PC Meeting.
9. Village Hall & Playing Fields Account Returns
  - Reported in 8 above and can now be removed from future agendas



## 10. Neighbourhood Plan Update and Steering Group

- Cllr NB reported final open event taking place Sunday 16<sup>th</sup> July at the Village Hall 11-4pm, the consultation period ends on 31<sup>st</sup> July 2017. Once all responses received a further two reports in August to be written (Basic Conditions statement and Consultation Statement) for delivery in September.

## 11. Bandstand Update.

- Cllr CJ and NB met the architect, together with Sally Huband and Sue Akers, and hopes to have some drawings by September with a view to submit a pre-planning application.

## 12. Committee/Working Group Reports

### 12.1 Transport and Environment/Footpaths

- Cllr NB reported that the speed survey had been completed and results have been published on the website. From the result, it seems unlikely a reduction in the speed limit would be approved but further advice is being sought from the ESCC Road Safety Team. Speed data had also been received from the Racecourse, with same result.
- Cllr NB reported on complaints about hedges. The Clerk to contact ESCC Highways.
- Cllr NB reported that a complaint had been received about a lighting issue in Wells Chase. Council are investigating.

### 12.2 Policing & Neighbourhood Watch Working Group

- Cllr NB reported the concrete blocks to the entrance of the sandpit had been moved. Cllr CT confirmed the farmer had removed the concrete blocks for access and has confirmed he will put back.

### 12.3 Village Hall

- Cllr CT reported several quotes received for curtains in the range of £2,500-£4,500 to be discussed at the next Village Hall Committee meeting.
- Cllr CT reported all borders had been replanted and thanked the Village Hall Manager for watering.
- Cllr CT confirmed the leaking gutter is being looked into.
- Ten new tables had been purchased
- Cllr CT reported the Oak Tree had been removed and a seat created from the trunk. A replacement Oak Tree is being planted.



## 12.3.1 UK Landscapes

- Cllr CT reported that UK Landscapes are still not fulfilling their contract. Payment is now due for the next six months. Cllr EE suggested severing ties with UK Landscapes and hiring local trades. Cllr CT reported that a two month notice is required. **Cllr CT confirmed she will speak with the Village Hall Manager to gain names of local trades to complete the tasks.**

**It was RESOLVED and AGREED to terminate the contract with UK Landscapes with immediate effect. Clerk to write to UK Landscapes.**

## 12.4 Playing Field/New Pavilion

- Cllr EE confirmed total grant received £49,000 with a match of £14,000 from New Pavilion Fund. Cllr EE confirmed the New Pavilion Fund had a total of £28,000 the remainder being used to clad the outside of the Pavilion. A contractor has been hired, due to start in November. All works under the grant application have to be completed by 16<sup>th</sup> April 2018. User group are meeting on 12<sup>th</sup> July to discuss kitchen layouts.
- Cllr EE reported the Village Hall Manager had spent time tidying and reported new picnic table had been delivered.
- Cllr EE noted that the slide needed repairing.

### 12.4.1 Car park proposal

- Cllr CJ absent – nothing to report

## 12.5 Communications/Website

- Cllr EE advised Cllr SM now reports against this item. Cllr SM absent – nothing to report.

## 13. Questions from Parish Councillors

- Cllr NB introduced Paul Stevens for co-option in September. Mr Stevens gave a brief description of his CV to Council. Cllr NB requested the Clerk to put co-option at the top of the September agenda.
- Cllr GM asked about Cllr Reg Stone. Cllr NB reported he had spoken with Cllr Stone who still wishes to return to Council when fully well.
- Cllr NB reported he had spoken with another potential candidate for future co-option.

Meeting closed 20:45



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## Dates of next meetings:

8<sup>th</sup> August 2017 – Finance Committee – 19:00.

8<sup>th</sup> September – Finance Committee – 19:00 Parish Council – 19.45

Anita Emery | Parish Clerk | 12/07/17

## Appendix 1.


Finance Committee		
Finance Report 10th May 2017 - 13th June 2017		
<b>Admin Account</b>		
<b>Payments</b>		
Village Hall	Reimbursement Treaty Services (website)	£180.00
Mulberry and Co	Internal Audit	£276.18
Anita Emery	Clerk Stationary & Expenses	£97.32
Anita Emery	Standing Expenses Period 2	£108.70
Anita Emery	Clerk Salary Period 2	£821.28
Fields in Trust	Annual Subscription	£50.00
Barclays	Standing Charge 13th April to 14th May	£1.80
CASI	Insurance Cover 1.6.2017-31.5.2018	£269.71
HMRC	Period 2   PAYE	£218.97
RBS Solutions	Accountancy Software Subscripton	£139.20
SSALC	Chairman Training Day	£66.00
Amadeus	Stationery	£39.10
Plumpton & East Chiltington Church	Church Annexe Hire	£45.00
Anita Emery	Anti-virus software 2 year subscripton	£89.99
		<b>£2,403.25</b>
<b>Village Hall Account</b>		
<b>Payments</b>		
Currys PC World	Laptop Village Hall Manager	£464.99
Currys PC World	Microsoft Office (ref Laptop for Village Hall Manager)	£119.99
James Spiller	PAT Testing	£100.10
Tom Jenkins	Hall Deposit Refund	£100.00
Village Hall Plus Group	Annual Insurance	£2,105.15
Public Works	Loan repayment June 2017	£2,627.15
MVR Fire Solution	Fire Risk Assessment	£450.00
East Sussex Pension Fund	Pensions May	£265.51
Jane Donovan	Wages   Period 3	£773.65
Pro Grow	Soil Conditioner	£210.00
BT	Broadband	£65.88
OCS	Sanitary Disposal	£31.82
		<b>£7,314.24</b>
<b>Playing Field Account</b>		
<b>Payments</b>		
ODB Fencing	Fencing on Playing Field	£175.00
Andrew Jeavons	Ground Spraying	£100.00
BT	May Supply	£60.48
Chris Lambert	Wages   Period 3	£126.80
J Spiller	PAT Testing Pavilion	£100.50
Chandlers Building	Playpit Sand	£240.00
Village Hall Insurance Group	Annual Insurance	£1,369.71
E-on	Electricity Pavilion	£273.74
OCS Group	Sanitary Disposal	£36.18
		<b>£2,482.41</b>
<b>New Pavilion Account</b>		
<b>Payments</b>		
Nil		
<b>Receipts</b>		
Donations		

All payments are shown inclusive of VAT where this applies



# PLUMPTON PARISH COUNCIL

## Appendix 2.

 <b>Finance Committee</b>		
<b>Finance Report 14th June 2017 - 11th July 2017</b>		
<b>Admin Account</b>		
<b>Payments</b>		
Barclays	Monthly Standing Charge	£1.80
Anita Emery	Clerk Stationary & Expenses	£44.16
Anita Emery	Standing Expenses Period 3	£95.65
Anita Emery	Clerk Salary Period 3	£821.28
Nick Beaumont	SSALC Training Travel Expenses	£36.00
Eclipse Design	A4 Booklets PPNP	£249.62
Viking Direct	Stationery	£46.22
Plumpton Signs	A Board and Banner PPNP	£120.00
HMRC	PAYE/NIC Period 3	£218.97
Ouse & Adur Rivers Trust	Annual Subscription	£50.00
ESCC	7 Day Speed Survey	£1,200.00
		<b>£2,883.70</b>
<b>Village Hall Account</b>		
<b>Payments</b>		
Stewart Burnham	Window Cleaning	£19.50
Chubb Fire & Security	Fire Extinguisher checks	£636.07
AJ&BM Harris	Hall Deposit Return	£100.00
Mrs K Baker	Hall Deposit Return	£100.00
East Sussex Pension Fund	Pensions June	£260.70
Jane Donovan	Wages   Period 4	£773.65
Jane Donovan	June Expenses	£406.61
		<b>£2,296.53</b>
<b>Playing Field Account</b>		
<b>Payments</b>		
NBB Recycled Furniture	Picnic Table	£450.00
LDC	Dog Bin Emptying	£187.20
LDC	Litter Bin Emptying	£22.62
Chris Lambert	Wages   Period 4	£126.80
BT	June Supply	£60.48
		<b>£847.10</b>
<b>New Pavilion Account</b>		
<b>Payments</b>		
Nil		
<b>Receipts</b>		
Donations		
All payments are shown inclusive of VAT where this applies		