



PLUMPTON PARISH COUNCIL

3rd August 2021

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council to be held at the Village Hall on Tuesday 10th August 2021 at 19.45 for the purpose of transacting the following business.

Members of the Public Welcome – please contact the clerk to advise of your attendance.

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

Member

- | | | |
|------|--|-------|
| 209. | To accept apologies for absence | Chair |
| 210. | Declarations of pecuniary and disclosable interests in respect of matters to be discussed. | |
| 211. | To Approve Minutes from Parish Council meeting held on 20 th July 2021 | Chair |
| 212. | Clerk's Report and discuss any Matters Arising from previous meeting. | |
| 213. | Brief Report from the County and District Councillor on matters affecting this Parish. | |
| 214. | Questions from Members of the Public – limited to a maximum of 15 minutes in total | |
| 215. | To discuss how the Village Society and PPC could work together on Village events and form a working group for the Platinum Jubilee celebrations. | |
| 216. | Planning applications | |

LW/21/0554

Sunnyside, Station Road, BN7 3BY

Demolition of existing rear conservatory, replace uPVC rear windows with timber and partial conversion of garden at the front of property to a driveway with a dropped kerb.

Decisions to note:

- | | | |
|------|--|---------|
| 217. | Correspondence | |
| 218. | Finance Committee | CIlr PB |
| | a. To ratify the Finance Committee minutes of 20 th July 2021 | |
| | b. To adopt expenditure as itemised on the schedules | |
| | c. To adopt year to date accounts | |
| | d. To adopt combined bank balances | |
| | e. Community Infrastructure Levy Update | |
| | f. To accept the External auditors report and notice of conclusion of audit. | |



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219. Neighbourhood Plan Update Cllr NB
220. To note and action if necessary monthly RA reports.
221. Committee/Working Group Reports
- a. Transport and Environment/Footpaths/Policing Cllr NB
- i. Allotments update Cllr RJ
 - ii. Update on the Community Woodland/Orchard Cllr NB
 - iii. Update on the registering of the Fountain Inn as a community asset.
 - iv. To discuss the feasibility of installing an electric car charging point at the VH.
- b. Village Hall
- i. Management of pond – vegetation and wild area between pond and footpath.
 - ii. To adopt the Village Hall Committee Minutes of 1st June 2021.
- c. Playing Field/Pavilion
- i. To note playpark & skatepark inspection and action where necessary
 - ii. Grant of easement and substation at tennis courts update
 - iii. To discuss return of senior football and pitch allocation.
 - iv. Update on the child safety recommendation within playing field car park
 - v. To approve double glazed window repair of £320.00 at the pavilion.
 - vi. Fields in Trust update on tennis track passing place.
 - vii. To discuss quotes regarding repairs to pavilion roof.
222. Interaction with Plumpton Primary School
223. Communications/Website
224. Items to be reported by Parish Councillors and/or to be included in future meetings
225. Expiry of LDC Local Plan Part 1
- (i) Planning Liaison Working Group update

Dates of next meetings:

14th September 2021 – Parish Council Finance Committee meeting 19.00

14th September 2021 – Parish Council Meeting 19:45

Anita Emery | Parish Clerk 03/08/2021



PLUMPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall on 20th July 2021 at 19:45.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr P Morgan (Cllr PM), Cllr P Stevens (Cllr PS), Cllr P Burford (Cllr PB), Cllr R Jury (Cllr RJ), Cllr A Gardiner (Cllr AG), Cllr N Shefras (Cllr NDS), Cllr Jim Brown (Cllr JB), Cllr Nick Satchell (Cllr NS) and District Councillor R Banks (Cllr RB), County Councillor S Osborne (Cllr SO).

Absent: None

Also present, Anita Emery (Clerk & RFO).

Members of the Public: 2

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

192. To accept apologies for absence
 - None
193. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - Cllr Satchell declared he would leave the meeting after item 207.
194. To Approve Minutes from Parish Council meeting held on 7th May 2021
 - It was unanimously agreed to approve the minutes of the Parish Council of 7th May 2021.
195. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Clerk advised she will be speaking with the solicitor about the unregistered land for the substation near the tennis courts.
 - Cllr PS asked about Community Fibre Partnerships with Openreach – Clerk to send details.
196. Brief Report from the County and District Councillor on matters affecting this Parish.
 - District report

Cllr RB reported on the Issues and Options Consultation produced by LDC with a deadline of 3rd September 2021. A paper copy would be held at the Village Hall. B2116 road safety campaign, Cllr SO had handed in a petition and items are being taken further to request the bank to be built up. Cllr RB is following up.



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CLlr RB reported the toad crossing sign had been put up. A dual use of recycling litter bin would be installed at the playing field car park.

- County Report

Burgess Hill Waste & Recycling Site.

I pressed again for residents to be able to use the HWRS in Burgess Hill, as many live closer to the West Sussex facility than the ESCC run one in Lewes. Unfortunately my request was refused. The Director at ESCC in his response said that although he spoke with colleagues in West Sussex again about our residents using their facilities, several obstacles remain to allowing the residents to use the WSCC facility namely WSCC charging charge ESCC for the privilege (region of £55,000 to £70,000 per annum+ costs from our waste disposal contractor for loss of waste from their contract, in which there are guaranteed minimum tonnages), and therefore loss of revenue. The Director also explained that if residents here were allowed to use the Burgess Hill Tip, he thinks ESCC would be expected to do the same in the north of the county where residents would like to be able to access the WSCC facility in East Grinstead and similarly in the east of the county where it would be more convenient for residents to use facilities in Kent.

PARKING PROBLEMS

A number of you have contacted me with regard to parking problems. Unfortunately, there is no national legislation that bans parking on the pavements, other than in London. In areas where there are no parking restrictions ESCC are not able to carry out any enforcement. To be able to take enforcement action against vehicles parking on a pavement restriction, such as double yellow lines or a verge and footway ban, would need to be installed.

There is a formal, legal process that must be followed when introducing parking controls and ESCC parking reviews allow them to manage this.

ESCC carry out regular parking reviews for Lewes district and the next one is due to start in November.

A guide to our parking reviews, including timelines, and a form to ask for new parking restrictions or changes to existing ones is on our website at new.eastsussex.gov.uk/parking/parking-reviews

Please make sure you complete the form if you would like parking restrictions to be considered for your area.

County Finances

The Council continued to lobby the Government during 2020/21 to address the immediate costs of COVID-19 and to provide a sustainable financial settlement for 2021/22 and beyond. As a result of lobbying, undertaken across the sector, the Spending Review published in November 2020 included several provisions that assist our financial position in 2021/22, including some additional grant funding for social care. However, much of the announced 4.5% increase in 'core spending power' for councils is required to be raised through Council Tax increases, which is an unsustainable solution to funding ongoing pressures on social care. The Spending Review was also for one year only, so there remains considerable uncertainty about resources for 2022/23 onwards.

FUNDING SUPPORT FOR COMMUNITY GROUPS, CHARITIES AND SCHOOLS

East Sussex County Council's External Funding Team works with community groups, charities and schools to help them secure funding for different types of projects and from different funders. The Team also supports collaborative work between councils and community and voluntary organisations. They can provide advice on:



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- Suitable funds for your organisation/project
- How to write a good application
- Your draft funding application and give you feedback to help to make a strong case for a grant

The team also provides access to the following free resources:

- [Funding News](#) a monthly round up of the latest funding opportunities
- [East Sussex 4 Community](#) a grant search-engine

Email: veronique.poutrel@eastsussex.gov.uk

197. Questions from Members of the Public – limited to a maximum of 15 minutes in total

- Cllr NB requested item 204c(vi) be moved to agenda item 197 – this was duly agreed.
- MOP raised concerns over the safety of Honeybees children arriving and departing via the pavilion car park and could PPC look into an alternative route that would allow buggies and the like to access the entrance to Honeybees safely. After much discussion it was agreed for a working group consisting of Cllr's JB,RJ & PM to perform a feasibility study. Clerk to speak with ES Highways for advice. **Clerk to action.**
- Cllr NB requested item 204c(iii) be moved to agenda item 197 – this was duly agreed.
- MoP raised several points suggesting that the PPC was not being consistent in its application of policy relating to the use of the pavilion and playing fields. Investigation of each point indicated that PPC was being entirely consistent with all users, and that policy was applied at usage level, and not user level, such that people using the facilities in equivalent ways will be treated consistently regardless of which sporting group they belong to. The points raised did identify a clerical issue in that the current certificate of insurance liability was not displayed, but was available separately. Otherwise none of the points raised required remedial action.

198. Planning applications

LW/21/0372

39 East View Fields, Plumpton BN7 3EF

Garage conversion with removal of existing doors at front of property and insertion of new windows.

Decision: No comment

LW/21/0452

60 East View Fields, Plumpton BN7 3EF

Demolition of existing side extension, erection of single-storey side extension and rear extension with grass or glass?? roof.

Decision: No comment

Clerk to action.



199. Applications to ratify.

(see appendix 1)

- These were duly ratified.

Decisions to note:

- **None.**

200. Correspondence

- Item 48 – Clerk to reconfirm that the potential pedestrian access to the pavilion was an acceptable use of CIL money. **Clerk to action.**
- It was confirmed Plumpton College would be using the same site as last year for camping.

201. Finance Committee

- Cllr PB reported on the finance committee meeting and advised there were 2 extra expenditure items £30 for the VH paving slab and £190 for the maintenance of a door at the pavilion. Cllr PB also reported that the income for the VH was still down but 4 weddings were booked for the next 5 weeks and there is a fair degree of confidence that the income target will be reached by year end.
 - a. To ratify the Finance Committee minutes of 8th June 2021 – this was duly ratified.
 - b. To adopt expenditure as itemised on the schedules – it was agreed to adopt the expenditure plus the items listed above (PPC £4168.33, VH £4668.08 & PF £4167.20)
 - c. To adopt year to date accounts - it was agreed to adopt the year to date accounts.
 - d. To adopt combined bank balances - it was agreed to adopt the combined bank balances. Cllr PB confirmed he had seen and signed the bank statements and corresponding bank reconciliations.
 - e. Community Infrastructure Levy Update – nothing to report
 - f. To discuss Councillor Remuneration – this was carried forward from May 2021 meeting. A discussion took place as to whether PPC should offer elected councillors' remuneration as advised/recommended by LDC Remuneration panel. The Chair asked for members show of hands to 'vote against offering remuneration for 2022'. 5 supported, 4 abstained. Motion carried. **Clerk to action.**

202. Neighbourhood Plan Update

- Cllr NB advised no update on plan. A survey had been taken out on the Glebe site.

203. To note and action if necessary monthly RA reports.

- Cllr RJ advised nothing to report. Cllr PS advised he could not find risk 2/3 on the document. **Cllr RJ to action.**



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2024.

Committee/Working Group Reports

- a. Transport and Environment/Footpaths/Policing
- i. To discuss Station Road Feasibility Report
 - PPC agreed this could be discussed at T&E Committee level.
 - ii. Allotments update
 - Cllr RJ reported 2 out of the 5 plots have been taken. The other 3 plots had weeds beginning to come through. General areas beginning to become overgrown. Cllr JB will help to clear. **Cllr RJ & JB to action.**
 - iii. To decide on Community Woodland/Orchard site proposal
 - Cllr NB wished to make it clear that this decision wasn't to agree the community orchard but to agree the potential site recommendation. After much discussion it was agreed in principle subject to a non-commitment feasibility study provided by a PPC working party whereby the working party also study alternative positions of land. Working party agreed to be T&E Committee.
 - iv. To discuss the registering of the Fountain Inn as a community asset.
 - It was agreed to put an application in to register the Fountain Inn pub as a community asset under the Localism Act 2011 chapter 3 part 5 in the event the owners decide to dispose of the entity it would give PPC a right to bid for the asset, thus allowing a maximum moratorium of six months. **Clerk to action.**
- b. Village Hall
- Non-professional fire risk assessment being completed next week, based on last years. (JD/NS)
 - Fire extinguisher yearly check has been completed and extinguishers which failed have been replaced, replaced the kitchen fire blanket as it was out of date.
 - Pat testing has been done by Adlitol + the stage (LS Productions).
 - Restrictions at the Hall: some have been lifted (social distancing, masks) though we have kept the sanitising tables as requested by hirers, though this isn't practical for all groups (ie weddings) When we have had a large footfall the building will be fogged before rehire re-hired. This is to be reviewed at the beginning of September before Clubs come back after the summer break.
 - First wedding is on 31st July with another 3 in quick secession.
 - PPTFA are hoping to hold the first Jumble sale back after COVID on the 25th September, still to be confirmed.
 - Damage to the Green caused by "The Rudes" and the "Friends of the Rude soc" (they had been told not to drive onto that part when we met them) had been kindly put right by Cllr JB, big thank you.
 - Flat roof continues to be a problem, Soans have submitted 2 quotes, both high, and Ollie H is getting us another, once we know what his is we will know if a 3rd is needed.
 - Still waiting for Rob Westgate to do fence.
 - New taps on ordered for VH toilets, these will be fitted as soon as they arrive.



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- Guttering between the beginning/mid Aug. it will need to be fitted around hires.
 - i. Management of pond – vegetation and wild area between pond and footpath
- Cllr NS and Cllr AG met with College to discuss a plan. Commemorative tree for the Queens Jubilee was discussed.
 - ii. To discuss “Do not Urbanise the Downs” sign – condition and length of stay
- It was agreed for the sign to stay until further notice.
- c. Playing Field/Pavilion
 - Cllr RJ gave a brief report. The moles had been extracted, have received two quotes for the pavilion roof both different in costs and will obtain a third. Additional keys for the pavilion had been issued to football club and another user. Double glazed unit window had been broken, a quote to repair by Aftercare was £320.00. **Clerk to put on August agenda.** 5 MPH signs had been ordered for the track, dog fouling signs were being installed and the new dog bin was in place. Cllr JB was looking again at the costs of the passing place along the track, for a 6ft concrete area was in the region of £2000. A grid membrane was discussed but advised it would not work due to the different levels between track and playing field. Clerk was asked to obtain Fields in Trust opinion on concrete. **Clerk to action.** Cllr JB asked about the area between the south tennis courts and Percy’s patch for potential parking for the archery. Clerk understood it to be Awberry land – **Clerk to locate map search.** Fire alarms tests were due soon. Cllr RJ asked PPC is the sanitation record sheets needed to continue – it was agreed to carry on if it wasn’t an onerous task. Front door access to pavilion roof is leaking received two quotes so far one for £1200 the other £300, a third quote is being obtained. **Clerk to put on the August agenda.**
 - Cllr PM advised that the Racecourse wished for PPC to donate the funds that were due to them for the slit rolling back into the village (£250). A new gate was required into the outdoor Honeybees area costing £300, Honeybees were contributing £100 leaving £100 for donation. Suggested donations were £50 each to Ladybirds and Summer Activity Scheme. This was duly agreed. **Clerk to action.**
 - i. To adopt the playing field committee minutes of 23rd June 2021.
 - Cllr RJ advised there was a discrepancy on the minutes whereby the public liability certificate was stated as not being displayed for 2 years when in fact it was one. PPC agreed to adopt subject to the change in wording as next PF meeting was a few months away. **Clerk to action.**
 - ii. To note playpark & skatepark inspection and action where necessary
 - Nothing to note.
 - iii. To discuss cricket club correspondence over use of pavilion



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- Discussed under agenda item 197.
 - iv. Grant of easement and substation at tennis courts update
 - Clerk advised Council under agenda item 195.
 - v. To discuss return of senior football and pitch allocation.
 - Cllr PM requested this be discussed at the PF Committee and to defer until the next PPC meeting. **Clerk to action.**
 - vi. To discuss child safety recommendation within playing field car park
 - Discussed under agenda item 197.
205. Interaction with Plumpton Primary School
- Nothing to report.
206. Communications/Website
- Social Media Policy – **with the Clerk as an action.**
207. Items to be reported by Parish Councillors and/or to be included in future meetings
- Nothing to add.
 - Cllr Satchell left the meeting at 22.07.
208. Expiry of LDC Local Plan Part 1
- (i) Planning Liaison Working Group update
- Cllr NB reported M Caulfield MP has a different opinion from LDC on standard method where LDC are working on the basis of higher targets. LDC have published the Issues and Options consultation document with the higher figure stated. Cllr RB advised there was a meeting on the 20th July between the Housing Minister and East Sussex Local Council leaders. There was agreement amongst the council leaders that the current numbers generated by the standard method is unsustainable and also that councils need more powers to "build out" existing permissions. It was agreed that PPC needed to arrange a meeting with Cllr O'Brien. Cllr NDS advised the Issues and Options consultation, PPC should provide some guidance to parishioners via the website and Facebook. The planning advisor would be needed for a response and it was agreed to obtain approval from the Finance Committee next month for further funding. **Clerk to add to FC agenda.**

Meeting closed: 22.25

Dates of next meetings:

10th August 2021 – Parish Council Finance Committee meeting 19.00

10th August 2021 – Parish Council Meeting 19:45



Appendix 1

- LW/21/0270 – Glencove House, Station Road BN7 3DE – construction of a domestic tennis court plus the associated extension of the residential curtilage. PPC decision: No comment.
- LW/21/0260 – Ashurst, Ashurst Lane BN7 3AP – removal of condition 5 and 6 (short term holiday let and occupation not to exceed 28 consecutive days in relation to approval LW/99/1311. PPC decision: No comment.
- LW/21/0221 – Land adjoining Oakfield House Station Rd – variation of Condition 1 (Plans) in relation to planning approval LW/17/0873 & LW/20/0361. PPC decision – No comment.
- SDNP/21/02838/HOUS – 3 Westcroft, Plumpton BN7 3AQ – loft conversion incorporating Velux roof windows to both front and rear pitches. PPC decision: No comment
- SDNP/21/02306/HOUSE – 4 Westcroft Plumpton BN7 3AQ - loft conversion incorporating Velux roof windows to both front and rear pitches. PPC decision: No comment
- SDNP/21/02841/HOUS & SDNP/21/02842/LIS – Plumpton Place – refurbishment of gardens inc changes to planting and hard landscaping adjacent to the Gatehouse, works to the moat island including new and replacement terraces and improvements to circulation. Enhancements to planting and construction of flint and brick wall to the western boundary. PPC decision: No comment.
- SDNP/21/03161/HOUS – Westcroft BN7 3AQ – Replacement of existing single storey side extension with new single-storey side extension, addition window to gable loft and conversion. PPC decision – No comment.
- SDNP/21/02961/HOUS – Oak Cottage, Plumpton Lane BN7 3AH – proposed single storey side extension. PPC decision: No comment.
- LW/21/0288 – 11 Southdowns Plumpton Green BN7 3EB – demolition of existing single storey rear extension and erection of new single storey flat roof extension. PPC decision: No comment.
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Correspondence List for Plumpton Parish Council

Received since 15th July 2021

Subject / Type of Correspondence	Communicated to
1. ES Highways – EVF twitten clearance	Clerk/PM
2. BHIB – Newsletter	Clerk
3. LDC – Planning meeting recording	Clerk/PPC
4. Maria Caulfield – Newsletter	Clerk/PPC
5. Denise Miller – LDC Constituency changes	Clerk/NB
6. ESALC – NPPF 2021 meeting	Clerk/PPC
7. PKF Littlejohn – External Audit report	Clerk/PPC
8. R Cottrill – LDC CEO	PPC planning liaison grp /Clerk
9. LDC Electoral services	Clerk
10. BHIB Councils - Newsletter	Clerk

Plumpton Playing Field

Bank - Cash and Investment Reconciliation as at 4 August 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

04/08/2021	Current Account	9,872.66
04/08/2021	Deposit Account	13,655.66
04/08/2021	Pavilion Account	1,231.15
31/03/2018	NSI Investment Account	1,705.59

26,465.06

Unpresented Payments

1,468.81

24,996.25

Receipts not on Bank Statement

0.00

Closing Balance

24,996.25

All Cash & Bank Accounts

1	Current Account	8,403.85
2	Deposit Account	13,655.66
3	Pavilion Account	1,231.15
4	NSI Investment Account	1,705.59
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	24,996.25

Plumpton Parish Council

Bank - Cash and Investment Reconciliation as at 4 August 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

04/08/2021	PPC 2	54,460.45
04/08/2021	PPC1	3,765.57
04/08/2021	Reserve Account	25,026.79

83,252.81

Unpresented Payments

3,677.75

79,575.06

Receipts not on Bank Statement

0.00

Closing Balance

79,575.06

All Cash & Bank Accounts

1	Current Bank Accounts	54,548.27
2	Reserve Account	25,026.79
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	79,575.06

Plumpton Village Hall

Bank - Cash and Investment Reconciliation as at 4 August 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

04/08/2021	Current Account	23,736.34
04/08/2021	Deposit Account	14,581.14

38,317.48

Unpresented Payments

953.42

37,364.06

Receipts not on Bank Statement

0.00

Closing Balance

37,364.06

All Cash & Bank Accounts

1	Current Account	22,782.92
2	Deposit Account	14,581.14
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 37,364.06 <hr/>