



# PLUMPTON PARISH COUNCIL

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2<sup>nd</sup> November 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 9<sup>th</sup> November 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

- |      |  |       |
|------|--|-------|
| 261. | To accept apologies for absence  | Chair |
| 262. | To co-opt Zenna Needham  |       |
| 263. | Declarations of pecuniary and disclosable interests in respect of matters to be discussed. |       |
| 264. | To Approve Minutes from Parish Council meeting held on 12 <sup>th</sup> October            | Chair |
| 265. | Clerk's Report and discuss any Matters Arising from previous meeting.                      |       |
| 266. | Brief Report from the County and District Councillor on matters affecting this Parish.     |       |
| 267. | Questions from Members of the Public – limited to a maximum of 15 minutes in total         |       |
| 268. | Update from Village Society on Jubilee Celebrations.                                       |       |
| 269. | To note members attending ESALC AGM on 25 <sup>th</sup> November 2021 at 1.30pm.           |       |
| 270. | To approve planning minutes of 13 <sup>th</sup> October 2021.                              |       |
| 271. | Planning applications  |       |

### **LW/21/0780**

#### **Oakfield House, Station Road, Plumpton BN7 3BT**

Erection of 1-bay garage.

### **SDNP/21/05106/TPO**

#### **The Eugh, Plumpton Lane, BN7 3AJ**

Felling of Sycamores (T1-2, T4-9) due to overcrowding and Holly (T4).

### **SDNP/21/05105/TCA**

#### **The Eugh, Plumpton Lane, BN7 3AJ**

To fell due to die back Ash (T1). Allow maple (T6) to fill gap  
Ash (T3) fell due to die back allow cherry and hazel to fill gap  
Cherry (T4) – reduction will be circa 5 m to balance. Large cherry leaning northwards.  
Reduce weight of north-side branches to reduce risk of toppling.

## Decisions to note:



## PLUMPTON PARISH COUNCIL

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272. Correspondence
273. Finance Committee Cllr PB
- a. To ratify the Finance Committee minutes of 12<sup>th</sup> October 2021
  - b. To adopt expenditure as itemised on the schedules
  - c. To adopt year to date accounts
  - d. To adopt combined bank balances
  - e. Potential Community Infrastructure Levy Projects
274. Neighbourhood Plan Update Cllr NB
275. To note and action if necessary monthly RA reports.
276. Committee/Working Group Reports
- a. Transport and Environment/Footpaths/Policing Cllr NB
    - i. Allotments update Cllr RJ
    - ii. Community Orchard Update. Cllr NB
    - iii. Update on the registering of the Fountain Inn as a community asset.
  - b. Village Hall
    - i. Management of pond – vegetation and wild area between pond and footpath.
    - ii. Update on feasibility of installing an electric car charging point at the VH.
  - c. Playing Field/Pavilion
    - i. To note playpark & skatepark inspection and action where necessary
    - ii. Update on path installation
    - iii. To discuss hedge relaying near playpark.
    - iv. Tennis Track passing place
    - v. To note Playing Field Committee minutes of 18<sup>th</sup> October 2021.
  - d. Events Committee
    - i. Jubilee Celebrations update.
277. Interaction with Plumpton Primary School
278. Communications/Website
279. Items to be reported by Parish Councillors and/or to be included in future meetings
280. Expiry of LDC Local Plan Part 1  
(i) Planning Liaison Working Group update
281. Confidential item – all members of the public and press to leave.



# PLUMPTON PARISH COUNCIL

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## Dates of next meetings:

14<sup>th</sup> December 2021 – Parish Council Finance Committee meeting 19.00

14<sup>th</sup> December 2021 – Parish Council Meeting 19:45

Anita Emery | Parish Clerk 02/11/2021



## PLUMPTON PARISH COUNCIL

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### Minutes of the Parish Council Meeting held at the Village Hall on 12<sup>th</sup> October 2021 at 19:45.

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

**Absent:** County Councillor S Osborne (Cllr SO).

**Also present, Anita Emery (Clerk & RFO).**

#### MOP's: 1

243. To accept apologies for absence

- County Cllr S Osborne tendered her apologies.

244. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

- None

245. To Approve Minutes from Parish Council meeting held on 14<sup>th</sup> September

- Clerk advised item 233 stated £2500 budget required when it should have been £1500. Item 239a(ii) should have stated 13 years not 3 years. This was duly noted. Subject to the changes stated it was unanimously agreed to approve the minutes of the meeting held on 14<sup>th</sup> September.

246. Clerk's Report and discuss any Matters Arising from previous meeting.

- Clerk advised the defib at the shop had been repaired and was now in full use again.
- Fred Symes would meet with a Cllr when next in the area regarding work at Percy's Patch.

247. Brief Report from the County and District Councillor on matters affecting this Parish.

#### **District Report**

- Cllr RB reported no decision yet on the Nolands application.
- Planning meeting with Millwood Homes on 13<sup>th</sup> October will mention concerns over access and sewer issues.
- Local Plan – every response shall be read by LDC.
- Fly tipping reported on Novington Lane
- Overhanging tree on Station Road reported
- LDC are pushing the reduce waste and reuse campaign. There has been an increase in grey waste to Newhaven.
- Comments submitted on the equestrian planning application.

County reported is being submitted to the Clerk.



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

- None

249. Update from Village Society on Jubilee Celebrations.

- Cllr PS reported the Apple Press day despite bad weather still had over 200 people attend. The Village Society had budgeted to make a certain amount, and this was exceeded.
- Fundraising income is on track.

250. Planning applications

- Cllr NB noted the Glebe site application would be discussed at the separate planning meeting on 13<sup>th</sup> October.

### **LW/21/0533**

**Inholmes Farm, Station Road, Plumpton Green E Sussex BN7 3DE**

**Variation of condition 1 relating to previous approval LW/20/0779**

1. The addition of the new Boot Room
2. The addition of a south facing window on the second floor
3. Replace the skylight over the staircase, with a flat topped dormer window (to provide adequate headroom).

- Decision: No comment

### **Public Path Diversion Order**

**Plumpton College**

Footpath 27a (part) Plumpton College, Ditchling Road, Plumpton BN7 3AE.

- Decision: No comment.

### **Decisions to note:**

- None
- Cllr NB raised with, and advised LDC that the comment from ES Highways on the speed limit of 40mph under the Equestrian site application was in fact 60mph and not 40mph.

251. Correspondence

- Nothing to report

252. Finance Committee

- Cllr PB reported small discrepancy on the VH current bank account reconciliation but this will be rectified.

- a. To ratify the Finance Committee minutes of 14<sup>th</sup> September 2021
- b. To adopt expenditure as itemised on the schedules



## PLUMPTON PARISH COUNCIL

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- c. To adopt year to date accounts
- d. To adopt combined bank balances
  - It was unanimously agreed to adopt items a-d.
- e. Potential Community Infrastructure Levy Projects
  - Cllr PS reported that PPC will start to see money coming in from planned developments which will total in the region of £250k when all PPNP sites are built. Large projects to be considered where PPC can commit to CIL locally would be a new pavilion. Other projects would be the cycle networks and paths but this would be £1m's + and PPC cannot lead on it. Projects listed as part of the neighbourhood plan scheme was playpark, all weather sports area, additional footpaths and bridleways, community orchard and additional allotments site. It was agreed in principle to support a new pavilion and Cllr PS would be the planning and fundraising lead and to distribute a briefing paper to Council. **Clerk to keep as a standing agenda item.**

### 253. Neighbourhood Plan Update

- Cllr NB nothing to report, Glebe application was being discussed at a separate meeting on 13<sup>th</sup> October.

### 254. To discuss/approve extra urban verge cuts for 2022/2023

- Clerk advised annual approval required for the extra verge cuts at a cost of £395 for the year. Cllr NDS questioned re-wilding some areas of the verges. It was advised these verges are between pavement and verge and junctions.
- It was unanimously agreed to commit to the extra cuts at £395. **Clerk to action.**

### 255. To note and action if necessary monthly RA reports.

- Cllr RJ nothing to report apart from previous reporting on solar panels and pigeon dropping.

### 256. Committee/Working Group Reports

- a. Transport and Environment/Footpaths/Policing
  - i. Allotments update
    - Cllr RJ advised spare plots will be cleared again when grass cutting season finished. V frustrating plots available but no takers.
    - ii. To agree £2000 from CIL for the establishment of a Community Orchard.
  - Cllr NB reported he had received further support from SDNP Ranger and good management would be provided of the orchard. Cllr NB attending the PPC PF Committee on 18<sup>th</sup> October to discuss with PF users due to the sports clubs feedback over the potential site issues. Cllr NB wished to know if Council would support the expenditure of £2000 on a community orchard (site dependent).



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- It was unanimously agreed to support the expenditure of £2000 on a community orchard.
  
- iii. Update on the registering of the Fountain Inn as a community asset.
  - Clerk advised application had gone in and LDC had sent through a few queries. **Clerk to action and report back.**
  
- iv. Update on feasibility of installing an electric car charging point at the VH.
  - Cllr NS reported that there is a plan in place should council wish to proceed at the VH. A public consultation would be necessary.
  
- v. To agree community match application and £4000 budget for improving road safety on Southdowns/Station Road junction.
  - Cllr NB advised a public consultation had been raised through a poll on the website plus in the parish magazine. Although not many responses, there were enough responses of support plus support from the head of the primary school it was unanimously agreed to the community match application and £4000 PPC budget for improving road safety on Southdowns/Station Road junction. **Clerk to action application.**
  
- vi. To discuss/approve costing for speed activation sign of £2200.
  - Cllr NB had presented before the use of the speed activation sign and requested the approval. The team from community speed watch would be responsible for moving the sign which is powered by solar.
  - It was unanimously agreed to approve £2200 for the speed activation sign. **Cllr NB to action.**
  
- b. Village Hall – Cllr NS reported
  - Gutter almost finished, Ollie reported that the pigeon poo was a real health risk and needed sorting, the gutter where overflowing and the new gutters will fill quickly.
  - Outside windows and doors have been painted.
  - The middle border has now been planted
  - Hallmaster has gone live with bookings and nearly all users have been sent a link so they can set a password and request bookings.
  - Remaining jumble sales this year have been cancelled.
  
- i. Management of pond – vegetation and wild area between pond and footpath.
  - Cllr NS advised nothing to report – chased college 3 weeks ago.
  
- ii. Solar panels
  - As noted in previous minutes guards are required for the solar panels on the roof of the VH as pigeons are accessing and creating a mess outside the large hall doors. The new guttering that has been in place is also filling up. Finance Committee had received the income forecast for the remaining year



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for the VH and the year end looks to forecast at £22.5k income. As this is an unbudgeted expense the finance committee needed to understand the year end projections. Cost of the mesh and work £3.5k and is a one off expenditure and will not need to be budgeted in future 3-5 year maintenance.

- It was unanimously agreed to approve £3.5k to spend on solar panel mesh.  
**Clerk to advise VH Manager.**

### c. Playing Field/Pavilion

- i. To note playpark & skatepark inspection and action where necessary
    - Cllr RJ advised nothing to report.
  - ii. Grant of easement and substation at tennis courts update and possessory title.
    - Clerk advised UKPN were not planning on revisiting project any time soon and to take off the agenda and pick back up when the need arises. Clerk advised all bills had been settled by UKPN and the matter was closed with the solicitors. **Clerk to action.**
  - iii. To approve child safety recommendation works of £3800 within playing field car park
    - Cllr JB advised material costs had increased and to budget for the path was now £5k with labour volunteer. After much discussion it was agreed to use £4465 from CIL to fund the project. **Cllr JB to action with Clerk on ordering materials.**
  - iv. To discuss hedge relaying near playpark.
    - It was agreed to defer for discussion next month.
  - v. Tennis Track passing place
    - After much discussion it was agreed for Cllr JB to approach the tennis club to discuss the passing places as it is mainly their traffic that causes the mess to the grass in the winter. Clerk to look at their lease to see what % is paid for maintenance of the track. Amount to be put into next years PF budget.  
**Clerk to action.**
  - vi. To approve pavilion roof repair by Soan roofing of £1640 + VAT
    - It was unanimously agreed to approve the repair of the pavilion roof at £1640 + VAT. **Clerk to action.**
- Cllr RJ wished it noted that the back doors to the pavilion were left open on Saturday evening after the senior football team had played. **Clerk to email seniors to advise.**

### d. Events Committee

- i. Jubilee Celebrations update.
  - First committee meeting on 21<sup>st</sup> October. Nothing else to report.





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257. Interaction with Plumpton Primary School
- Apart from email from the Principle regarding the road safety consultation – nothing else to report.
258. Communications/Website
- Nothing to report.
259. Items to be reported by Parish Councillors and/or to be included in future meetings
- Cllr PS asked if there were any formal requests from the casual vacancy. Clerk advised two enquiries one hasn't followed up and the other MoP was in attendance. Clerk to communicate with MoP about co-option. **Clerk to action.**
  - Cllr PS reported on fibre broadband initiative – a resident may be able to help with north of the village – further investigation required. **Cllr PS to report back.**
260. Expiry of LDC Local Plan Part 1  
(i) Planning Liaison Working Group update
- Cllr NDS to send planning update to all Cllr's.

Meeting closed: 22:10

### **Dates of next meetings:**

9<sup>th</sup> November 2021 – Parish Council Finance Committee meeting 19.00

9<sup>th</sup> November 2021 – Parish Council Meeting 19:45

Anita Emery | Parish Clerk 18/10/2021

## Correspondence List for Plumpton Parish Council

Received since 6<sup>th</sup> October 2021

<b>Subject / Type of Correspondence</b>	<b>Communicated to</b>
1. ESALC – Various	Clerk/PPC
2. Initial – washroom invoices	Clerk
3. PPC Planning mtg – MoP attendance	Clerk
4. F Kehoe – Bollards ES Highways	Clerk
5. ICO – Annual fee	Clerk
6. I Earl – Senior FC	Clerk/PPC
7. LDC – Various newsletter	Clerk/PPC
8. ES Highways SLR agenda items	Clerk/NB
9. Sussex Police – newsletter	Clerk/PPC
10. L Pedersen – Giant Hogweed at PF	Clerk/JD/LDC
11. Pete Bland – Millwood	Clerk/PPC
12. Sophie Walker – ESH – Com Match Funding	Clerk/NB
13. Simon Falconer – Millwood Planning app response	Clerk/PPC
14. Glyn Wells – cutting at PF	Clerk/RJ
15. M Caulfield – Newsletter/ Remembrance	Clerk/PPC
16. Z Needham – co-option	Clerk/NB
17. S Osborne – 20mph signs	Clerk/PPC
18. ES Highways – SLR meeting	Clerk/NB
19. A Frost – Annual playpark inspections	Clerk
20.	

## Current Account

## List of Payments made between 13/10/2021 and 01/11/2021

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2021	AFTERCARE GLAZING	212269	272.89		AFTERCARE GLAZING
01/11/2021	BEACON FENCING	212270	54.72		BEACON FENCING GATE AT PF
01/11/2021	Lewes District Council	212271	18.00		PLAYPARK INSPECTION
01/11/2021	GLASDON UK LTD	212272	217.91		GLASDON UK LTD BOLLARD AT PF
01/11/2021	INITIAL WASHROOMS	212273	140.05		HYGIENE SERVICE
01/11/2021	PLUSNET	212274	36.00		BROADBAND
01/11/2021	OPUS ENERGY	212275	379.85		ELECTRIC 16.9-16.10.2021
01/11/2021	Glyn Wells	212276	1,011.70		KGVPF GRASS CUT AUGUST TO OCT
01/11/2021	CASTLE WATER	DD	5.00		STANDING WATER CHARGE

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**Total Payments**      2,136.12

## Current Bank Accounts

## List of Payments made between 13/10/2021 and 01/11/2021

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2021	Viking Direct	212270	38.90		STATIONERY
01/11/2021	PLUMPTON FLOWER CLUB S137	212271	250.00		PLUMPTON FLOWER CLUB S137
01/11/2021	INFORMATION COMMISSIONERS	212272	40.00		DATA PROTECTION ANNUAL SUBS
01/11/2021	PLUMPTON & E CHILT NEWS	212273	350.00		PLUMPTON & E CHILT NEWS SUBS
01/11/2021	BEACON FENCING CIL PATH	212274	1,295.88		BEACON FENCING CIL PATH
01/11/2021	SALARIES NOV	212275	2,069.89		SALARIES NOV
01/11/2021	HMRC	212276	179.91		PAYE & NIC MTH 8
01/11/2021	East Sussex Pension Fund	212277	608.39		PENSION NOV CONTRIBUTIONS
01/11/2021	Anita Emery	212288	94.75		MTH 8 EXPENSES
01/11/2021	CPRE	DD	36.00		ANNUAL SUBS CPRE

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**Total Payments**      4,963.72

Time: 12:24

## Current Account

## List of Payments made between 13/10/2021 and 01/11/2021

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2021	INITIAL WASHROOM HYGIENE	212257	40.67		HYGIENE UNIT
01/11/2021	L PLATT VH CLEANING COVER	212258	20.00		L PLATT VH CLEANING COVER
01/11/2021	FRANKIE DONOVAN	212259	65.00		VH CLEANING COVER
01/11/2021	BROOK HART GARDEN	212260	560.00		VH GREEN CUTTING
01/11/2021	OJH ROOFING (GUTTERS)	212261	3,000.00		OJH ROOFING (GUTTERS)
01/11/2021	Jane Donovan	212262	42.46		VH MANAGER OCT EXPENSES
01/11/2021	Opus Energy	212263	200.88		VH HEATING 9.9-8.10.2021

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<b>Total Payments</b>	<u>3,929.01</u>
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## Plumpton Playing Field

### Bank - Cash and Investment Reconciliation as at 1 November 2021

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

01/11/2021	Current Account	14,182.08
01/11/2021	Deposit Account	13,656.00
01/11/2021	Pavilion Account	1,255.15
31/03/2018	NSI Investment Account	1,705.59

**30,798.82**

##### Unpresented Payments

**1,065.70**

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**29,733.12**

##### Receipts not on Bank Statement

**0.00**

##### **Closing Balance**

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**29,733.12**

##### All Cash & Bank Accounts

1	Current Account	13,116.38
2	Deposit Account	13,656.00
3	Pavilion Account	1,255.15
4	NSI Investment Account	1,705.59
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>29,733.12</b>

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## Plumpton Parish Council

### Bank - Cash and Investment Reconciliation as at 1 November 2021

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

18/10/2021	PPC 2	73,722.56
01/11/2021	PPC1	5,734.12
01/11/2021	Reserve Account	25,027.42

**104,484.10**

##### Unpresented Payments

**3,031.84**

**101,452.26**

##### Receipts not on Bank Statement

**0.00**

##### **Closing Balance**

**101,452.26**

##### All Cash & Bank Accounts

1	Current Bank Accounts	76,424.84
2	Reserve Account	25,027.42
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>101,452.26</b>

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**Plumpton Village Hall**

**Bank - Cash and Investment Reconciliation as at 1 November 2021**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

01/11/2021	Current Account	25,953.55	
01/11/2021	Deposit Account	14,581.50	
			<b>40,535.05</b>

Unpresented Payments

**4,247.62**

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**36,287.43**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

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**36,287.43**

All Cash & Bank Accounts

1	Current Account	21,705.93
2	Deposit Account	14,581.50
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>36,287.43</b>

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