



Minutes of the Parish Council Meeting held at the Pavilion on 14th May 2024 at 19:45.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr Jim Brown (Cllr JB), Cllr Paul Burford (Cllr PB), Cllr N Shefras (Cllr NDS), Cllr G Peacock (Cllr GP), Cllr Nick Satchell (Cllr NS) and DCllr D Stewart-Roberts

Also present: Anita Emery (Clerk & RFO).

Absent: CCllr S Osborne, Cllr J Morecroft (Cllr JM)

MOP's: Mr D Timmins

Annual Statutory Meeting

1. Election of Chairman for the year 2024/2025 and receive Chair Declaration of Acceptance of Office
 - Cllr PB proposed Cllr NB, seconded by Cllr NS. Unanimously agreed. Cllr NB signed the Declaration of Acceptance of Office.
2. Election of Vice Chair for the year 2024/2025
 - Cllr NS proposed Cllr PB, seconded by Cllr NDS. Unanimously agreed.
3. To resolve that the Parish Council meets the relevant conditions (6 elected members out of 9 seats and a qualified clerk) to use the General Power of Competence until the next election in 2027.
 - Unanimously resolved
4. To consider the Scheme of Members Allowances for 2024/2025.

Unanimously agreed to not claim the scheme of members allowances.
5. Appointment of Committees
 - a. Finance (5 members) – Cllr's NS, NB, PB, JB (back up)
 - b. Village Hall Committee (3 members) Cllrs NS, JB, JM & NB
 - c. Playing Field and Pavilion Committee (3 members) Cllrs JB, NS, NB & PB
 - d. Planning Committee (All members)
 - e. Transport, Environment and Policing (4 members) Unanimously agreed to merge with planning liaison group.
 - f. Communications Working Group (2 members) Cllrs JM & NS
 - g. Personnel Committee (3 members) Cllrs PB, NB & NS



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6. Representatives to Outside bodies
 - a. ESALC (2 members) – whoever is available to attend when the need arises.
 - b. LDALC (2 members) - whoever is available to attend when the need arises.
7. To review and approve the following governing documents;
 - a. Standing Orders
 - b. Finance Regulations including any direct debits
 - c. Code of Conduct
 - d. Data Protection Policy
 - e. Retention Policy
 - f. Risk Management Policy
 - g. General Privacy Notice
 - h. Freedom of Information
 - i. Equality and Diversity
 - j. Recruitment Policy
 - k. CCTV Policy
 - l. Drone Policy
 - m. Civility and Respect Pledge
 - Unanimously approved a-m. Clerk advised that the finance regs have been updated by NALC and need to be checked and amended. To adopt at the July meeting.
- n. To note Anita Emery as Clerk as Proper Officer and Responsible Finance Officer
 - Duly noted

Main Meeting

5. To accept apologies for absence
 - Cllr JM and County Cllr SO tendered their apologies and reasons for absence accepted.
6. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None
7. To Approve Minutes from Parish Council meeting held on 16th April 2024
 - Unanimously approved. Chair signed to that effect.
8. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Report sent out to Council and published on the website.



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

District Report

- Caravan at Riddens Lane – planning consultants for resident assert no planning permission required. Any covenants listed at land registry? – Clerk to obtain land registry details. **Clerk to action.** Officers are teamed up with all the information.
- Oak tree felled at Green Cross Cottages – there is a legal obligation on contractors to ensure that no birds nesting. No TPO on the tree nor in a conservation area. Steve Bodsworth would like to speak to an enforcement officer – but nothing can be done as no legal obligation. Cllr DSR reported to the Police as unlawful to fell with birds nesting. Do a parishes favourite tree survey to get some visibility around the trees in the parish. **Clerk to investigate**
- LDC Planning designation – shared with PC – put on website which gives a good indication of the planning process.
- Riddens construction management plan – chased James Emery at LDC.
- Regarding build out at Nolands access – nothing positive back from highways
- Fountain Inn – meeting on 20th May regarding community purchase.
- Helped school for equipment for litter pick. Cllr NDS is joining them.
- Clerk to cc in DSR on any correspondence re the playpark inspections with LDC.

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

- Drew Timmins re the flooding at Kimber Cottages. Since work has done on the pond there is now a mini pond the other side of his fence and hasn't drained. If having rain it is taking 5 days to drain. Something needs to be done as the work which was done around the pond has affected the drainage of the garden. Cllr NDS – said the last year it has been the wettest it has been for a very long time, her garden is so wet and isn't having enough time to recover.
Cllr JB – one of the problems is old conifer roots sitting behind garden. It isn't a small job to remove the roots.
Cllr GP there is a pipe that runs from Mr Timmins garden to somewhere. Would make sense to try and discover where the pipe is going.
Cllr NB – look to try and find a drainage expert –.
PPC committed to do something about it – just don't know what/how to approach.
Cllr JB to meet with resident with a laser in the evening to give an idea of the levels of mini pond and main pond. **Cllr JB to action and report back.**

11. Planning applications and consider further applications submitted after agenda publication:

SDNP/24/01369/FUL

Plumpton College, Ditchling Road, Plumpton BN7 3AE

Installation of portacabin double classroom building to be used for 12 months

- Decision: No comment



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LW/24/0243

Land at North Barnes Lane, North Barnes Lane, Plumpton Green BN7 3DX

Demolition of existing structures and erection of 4 bedroom detached two storey dwelling.

- Decision: Plumpton Parish Council objects to this application as it is outside of the planning boundary of East Chilton. The applicant cites the Nolands development in support of their application as precedent for further development along North Barnes Lane. Similarly, we would be concerned that this application if approved would be used as a future precedent for building eastwards and thus we cannot support this application. Whilst this application is for just one 4 bed.house, we are advised that the owners of the land to the south of the site has indicated that they intend to build and we note the plans include access for an extra dwelling here in the future.

LW/24/0240

Plumpton Racecourse, Ashurst Lane, Plumpton BN7 3AL

- Outline application with all matters reserved except access for the erection of 9 dwelling houses
- PPC agreed to hold separate planning committee meeting on Tuesday 28th May at 18.30.

12. Correspondence

- Item 22 – T Collett – Cllr NB has contacted Cllr SO who will speak to the people at SUDS. Discuss with Sarah next week.
- Parking fees – request to PPC to give some money to the parking company to allow users to park for free. PPC against this idea.
- Housing Needs survey – draft received.
- Fountain Inn – Meeting has been arranged by the residents to potentially purchase the pub. Contacted Balcombe – their PC were not asked to be involved and therefore had no advice to give.

13. Finance Committee

Cllr PB reported - VH £200 on expenditure looks like a duplicate but it is two cuts. Pavilion electricity costs used 50% of budget so far it is being correctly recorded, it is standing charges/units. Clerk to check contract and try and deal with changing. **Clerk to action**
Bank recs all agree with statements.

- To adopt expenditure as itemised on the schedules.
 - To adopt year to date accounts.
 - To adopt bank reconciliations and corresponding bank statements
- Unanimously adopted a-c
- To approve the Annual Governance Statement for 2023-2024
- Unanimously approved. Chair and Clerk signed to that effect



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- e. To approve the Annual Accounting Statement for 2023-2024
 - Unanimously approved. Duly signed.
- f. To note the internal audit report for year ending 2024
 - Duly noted
- g. To confirm Mulberry & Co as internal auditors for 2024-2025
 - Duly confirmed
- h. To approve Clear Councils Insurance (formally BHIB Insurance) for 2024-2025 of £3669.00 for PPC, VH & PF (£2164.71 VH, £1247.46 PF and £256.83 PPC). (2023-2024 £3384.00).
 - Unanimously approved
- i. To approve the fixed asset register for 2024-2025
 - Unanimously approved
 - PB approved 7 applications for grants totalling £2010 which were, Air Ambulance, School PTFA, Activity Scheme, Honeybees, St Peter and St James's Hospice, Good Neighbours and The Monday Group.

14. Neighbourhood Plan Update

NB – draft results from Housing Needs Survey – as expected Will be published in the summer.

Nolands response from highways will not budge on buildout. Publish response on website and social media and explain how much work PPC have taken on this plus PPC response. Cllr GP recommended to build a temporary build out and ask for residents to observe. Cllr PB advised that the cars parked outside the cottages act as a build out.

- (i) Planning Liaison Working Group update
 - As above
- (ii) Orchard Planning at the Hub
 - Agreed to remove from future agenda.



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

- Nothing new to note

16. To adopt the Community Emergency Plan

- Defer to next month. **Clerk to action**

17. Committee/Working Group Reports

i. Transport and Environment/Footpaths/Policing

- Meeting with Wildlife Group – Cllr NDS – Carole Nicholson and David Philips. In Kingston have funding to pay a consultant to give a baseline what wildlife they have in their area, which will then indicate what can be improved in the area, and this in turn will create a community engagement with spotting wildlife etc. National Nature Recovery Strategy is a Government led project. Get school/pre school involved.
- SDNP would grant 50% to PPC as half the parish is in the SDNP. Total cost in the region of £6k but a full quote will need to be obtained. Carole to lead with the quote and report back to PPC.
- Two more batteries purchased for the SID.

ii. Allotments update and note repair costs of £185 to perimeter fencing.

- Duly noted. Clerk is issuing invoices and ask ploholders to keep plots tidy as there seems to have been a fly tip. Clerk investigating if a ploholder or actual fly tip.

j. Village Hall

- Cllr NS reported the fire doors at the back of the large hall are being installed shortly and VH manager will paint.
- Second life bouy has arrived and will be installed shortly
- Heating is now switched off
- Attended Ken Beards tree planting on 12th May 2024

- Oak tree behind Belmonts – lovely oak tree and people dump their rubbish and so Fred would charge £480 to clear and open up and show the oak tree off – Unanimously approved to proceed.

i. Update on path reinstatement from UKPN

- Been passed to another department – **Clerk to chase.**



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k. Playing Field/Pavilion

i. To note playpark inspection and action where necessary.

- Clerk has complained to LDC about the inspection report failed to identify the sand park ship. Awaiting a response.

ii. Pavilion working group update

Cllr NB reported;

- Reports from George Pottinger has been sent out to council. Pavilion not salvageable. Working group investigating a prefab company abroad. A rep meeting is being arranged and by June a confirmed recommendation to full council will be made.
- Surveys have been drawn up Clerk to publish.

iii. To adopt the Playing Field Committee minutes of 11th March 2024

- Unanimously adopted.

iv. To consider Primary School and Honeybees proposal re care of the planters

- The PVS have stepped in to see if HB and school would like to plant the planters. This is not the plan that PPC had for the planters and they have had to adopt this plan as both educational settings had been approached with one education setting being granted funds by PVS, PPC felt obliged to grant the other educational setting. Plumpton College are still wanting to do and will be given direction by PPC in due course.

18. Interaction with Plumpton Primary School

- See above.

19. Communications/Website

(i) To discuss/consider costings of website revamp

- Cllr GP spoke to Scoopweb – he cannot host a .gov website and domain. But will look and provide a quote. Decision to be made in June.

20. Items to be reported by Parish Councillors and/or to be included in future meetings

- Nothing to report.

Meeting closed: 21.47



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Dates of next meetings:

21st May Annual Parish Meeting – 19:30

4th June 2024 VH Committee – 19:00

11th June 2024 Finance Committee – 19:00 followed by Full Council at 19:45

27th June 2024 – Playing Field Committee – 19:30 at the Village Hall

Anita Emery | Parish Clerk 22/05/2024