



Willingdon and Jevington Parish Council Meeting

The minutes of the Meeting of the **Parish Council** held on **Monday 19th December 2022**
At Trinity Church Hall, Coppice Avenue, Willingdon.

Present: Cllrs John Pritchett BEM (JP), (Chairman), Ben Clennell (BC), Martin Cooper (MC), Howard Coote (HC), Paul Hayes (PH), Douglas Murray (DM), Christine Payne (CP), Fran Pritchett (FP), Daniel Shing (DS), Stephen Shing (SS), David Small (DS), Ryan Weedon (RW).

In attendance: Nicola Williamson (NW) (Acting Clerk).

Item	Subject	Action By
C22/114	<u>Apologies and Councillors Not Present</u> Apologies were received from: Cllr Gleeson, Cllr Lynn, Cllr Nisbet and Cllr Watkins. These apologies were NOTED and APPROVED . Cllr Martin and Cllr Morgan did not attend.	
C22/115	<u>To accept and adopt the minutes of the Full Council meeting held on Wednesday 10th October 2022</u> <u>RESOLVED:</u> To accept and adopt the minutes of the Full Council meeting held on Monday 10 th October 2022. These were signed by Cllr John Pritchett BEM as a true and correct record.	
C22/116	<u>Declaration of Interests</u> Declaration of interest was received from Cllr Ben Clennell as a resident of Jevington regarding item C22/119 and would not be voting. Declaration of interest was received from Cllr Coote as a resident affected by the Vistry Development C22/120.	
C22/117	<u>Public question time – to deal with any questions received from members of the public relating to items on this agenda.</u> There were no members of public present.	
C22/118	<u>Presentation of Cheques to Children with Cancer and RNLI from monies collected at MITP and Christmas Carol Evening.</u> This has been postponed to the new year.	<u>NW</u>
C22/119	<u>Jevington Village Hall</u> <i>The chair suspended standing orders at 7.35pm.</i> Following a recommendation from Finance and General Purposes to grant £38,000 to Jevington Village Hall, a further request for £44,000 was made. Jo Carr and trustees from Jevington Village gave another short presentation of the works to be carried out to secure the funds needed. There was an opportunity for Members to ask questions afterwards. There is already £20,000 in earmarked reserves for works in Jevington. The Members (Cllr F Pritchett abstained from voting) <u>AGREED</u> to give the project £38,000 which includes the £20,000. £6000 is still needed to complete the heating works and the PC advised them to get three quotes to present to the PC. Trustees to provide the PC with a projected income for the next three years for Jevington Village Hall – Jo Carr to provide figures and where the income would come from. <i>The chair re-instated the standing orders at 8.05pm.</i>	
C22/120	<u>New Clerk</u> The report was NOTED . Cllr J Pritchett explained to the Members that Assistant Clerk (NW) was interested in the Clerk's role with the option to continue as the Cemetery Manager and to recruit a	

	Responsible Finance Officer and an Admin Assistant/Assistant Clerk. Personnel Sub-Committee to agree the final decisions for the job vacancies. Cllr J Pritchett proposed that Nicola Williamson becomes the Parish Council Clerk and Cemetery Manager. The Members unanimously AGREED to the proposal. NW to start the new role on Tuesday 3 rd January 2023.	
C22/121	<u>Vistry Development – verbal update from the presentation.</u> Members NOTED the previously circulated notes. Cllr J Pritchett reported on the meeting with Vistry that will be developing the Hindsland site. This was a very productive meeting and they want to work with the Council and are happy to give regular updates and have provided a contact email. This site will be going to reserved matters in Jan/Feb time. The land for the medical centre is to be sold separately to Assura and will also be going to reserved matters March time with the aim to build this first and within a year. Vistry also indicated they might be interested in some land from Morning Mills Farm with thoughts to a potential retirement village but would not be interested in the whole site which in their opinion was far too large for one developer.	
C22/122	<u>Report from Council Chairman and questions from Members</u> 8.30pm David Small left the meeting. Members NOTED the report.	
C22/123	<u>Report from Acting Clerk and questions from Members.</u> The Chairman read the report which had been previously circulated. The report was NOTED . Cllr Coote asked about a possible Orchard to be planted on Foulride Green which Members think is a great idea. NW to contact Gary Pearce a tree surgeon as to what would be good trees to plant. NW reported that the Woodland Trust is still giving free trees away until the 11 th January 2023.	NW
C22/124	<u>Reports from County and District Councillors and questions from Members</u> The report was emailed to the Assistant Clerk prior to the meeting. The Assistant Clerk to email Members the report.	NW
C22/125	<u>Questions to Committee Chairmen and minutes for Adoption by Full Council</u> RESOLVED: Members AGREED adoption of the following minutes: a) Cemetery – Cllr Cooper, Minutes of 7 th November 2022. b) Events – Cllr Lynn, Minutes of 7 th November 2022. Cllr F Pritchett reported how successful the Tree Festival at St Marys Church was on the 14 th - 18 th December. Cllr F Pritchett thanked WRA member Rena Wood for helping her decorate the Parish Council's Tree. c) Finance and General Purposes – Cllr J Pritchett 28 th November 2022. d) Planning – Cllr F Pritchett, Minutes of – 24 th October 14 th November 5 th December 2022. e) Recreation Grounds – Cllr Nisbet, Minutes of 14 th November 2022.	NW
C22/126	<u>Reports of Parish Representatives.</u> i) <u>WDALC</u> – Cllr Cooper reported the minutes of the last meeting had been emailed. NW to circulate to the Members. ii) <u>Polegate Windmill Trust</u> – No meeting. iii) <u>Willingdon Memorial Hall</u> – No updates. iv) <u>Wannock Hall</u> – Cllr Murray reported to members that the Hall held a Christmas Party on the 14 th December which was very successful. Cllr Lynn played the flute. New Lighting is required due to changing regulations. A grant to be applied for once three quotes has been obtained. An idea is to purchase an overhead projector but need to check what licences might be needed. v) <u>Jevington Village Hall & Sports Club</u> – Cllr Clennell reported there have been no changes this year to the grounds maintenance which is ongoing. vi) <u>Library Charity Group Report</u> NW previously circulated the minutes of the last Library Trust minutes. Anne Mandy had enquired about help from the PC to insulate the library attic. An insulation survey indicated it could be difficult due to the suspended ceiling. ESCC would need to be consulted as to what, if anything could be done. vii) <u>Tree Warden</u> – Nothing to report. viii) <u>Cuckmere Community Bus</u> – No report.	NW DM NW
C22/127	<u>Recommendations from Finance & General Purposes Meeting 18th November 2022.</u> The Acting Clerk's report was NOTED . i) <u>Office Christmas Closure 2022</u> – This was NOTED . Cllr J Pritchett gave thanks to NW and Kevin Williamson for facilitating the Council meeting due to NW being on sick leave. ii) <u>Review of Council Policies</u>	

	a) CCTV – It was AGREED to RECOMMEND that no changes are required at this time. b) Bullying and Harassment - It was AGREED to RECOMMEND that no changes are required at this time. iii) To agree the Administration Budget for Financial Year 2023-2024 – It was AGREED to RECOMMEND a 3% increase, with a budget of £6000 for next year's elections. iv) To agree to Set the Precept for 2023-24 – It was AGREED to RECOMMEND a 3% increase in the precept.	
C22/128	<u>Finance Update</u> i) Income and Expenditure to date - These were NOTED. ii) To consider the Payments List 2nd Quarter – Sept - Dec 2022 – These were NOTED. iii) To consider Reconciliation to end of November – These were NOTED. iv) CIL reserves and allocations of funds – These were NOTED. v) Town & Parish Councillor Allowances – This was AGREED	<u>NW</u>
C22/129	<u>Risk management – to consider the effects (if any) arising from items on the agenda</u> None	
C22/130	<u>Urgent items – for noting or referral to next agenda for Full Council or appropriate committee/sub-Committee</u> Cllr Hayes offered to give free training on defibrillator usage. NW to arrange a training session in the new year. The Parish Council expressed their condolences to Andy Watkins at the recent passing of his wife. Cllr Hayes proposed a donation is made to a charity of Andy Watkins choice. The Members agreed to donate £100. Cllr Coote to confirm to NW the charity chosen. Cllr Cooper reported the defib box outside the office needs re-painting. NW to arrange works.	<u>NW</u> <u>HC</u> <u>NW</u>
C22/131	The next meeting would be on Monday 20th March 2023.	<u>NW</u>

Meeting ended at 9pm.

Signed..... (Committee Chair)

Date.....