

Parish Clerk
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The minutes of the meeting of the Full **Parish Council Meeting** held
On **Monday, 22nd February 2021** at Willingdon Community School, Broad Road, Willingdon at 7.30 pm

Present: Cllrs John Pritchett BEM (Chairman), Ben Clennell (BC), Martin Cooper (MC), Howard Coote (HC), Jim Gleeson (JG), Paul Hayes (PH), Christina Lynn (CL), Gareth Morgan (GM), Douglas Murray (DM), Ian Nisbet (IN), Rebecca Preston (RP), Fran Pritchett (FP), Daniel Shing (DS), Stephen Shing (SS), Andy Watkins (AW), Ryan Weedon (RW).

In attendance: Stephen Keogh (SK) (Parish Clerk)

Item	Subject	Action By
C21/001	<u>Apologies for absence</u> There were apologies received from Cllr John Martin who had a personal issue. Cllr Les Moor was given a leave of absence These apologies were NOTED.	
C21/002	<u>To accept and adopt the minutes of the Parish Council meeting held on Monday 14th September 2020</u> RESOLVED: To accept and adopt the minutes of the Full Council meeting held on Monday 14th December 2020 and these were signed by Cllr J Pritchett. Cllr Shing asked how long did Cllr Moor have left on his leave of absence and should it be extended? The Clerk explained that he had three months left to run. Cllr Hayes asked that the Council's best wishes to be sent to Cllr Moor and his family.	
C21/003	<u>Declarations of interest relating to items on this Agenda</u> There were no Declarations of Interest	
C21/004	<u>Public question time</u> <i>There were questions from the public:</i> <i>Reading through the minutes from the Trustees and the Management Committee that were part of the papers for the last Library Sub-committee meeting, I was concerned at the statement about the possibility of grant money having to be returned if not spent. With this in mind and bearing in mind the fact that the Library has assets in the form of three laptops, a slimline dish washer and a coffee machine plus possible liabilities in the form of unspent grants received, could I ask through the Council that the Trust's accounts for the 2020/2021 financial year includes a balance sheet?</i> Cllr Ian Nisbet would take this query up at the next trust meeting. The trust were in the process of drafting their annual report for the charity commission. <i>Cllr F Pritchett asked if there was any news regarding the reopening of the underpass as there are several people who need this to access shops and services in the Triangle.</i> The Clerk reported the underpass to ESCC and they had explained that the underpass was to be repaired , week beginning 22nd February 2021. <i>Given the past, current and future changes affecting the provision in local healthcare, could the Council please request an update/briefing on events from the East Sussex Clinical Commissioning Group who were considering the new Downlands Health Centre at the last meeting of the Primary Commissioning Committee?</i>	

	Cllr J Pritchett commented that the answer to the query was already included in a letter to the CCG sent in December 2020. The Clerk was asked to follow this up and request an answer. <i>Also perhaps the County Councillors who sit on the Parish Council could provide a briefing for each full Parish Council meeting on the activities of the East Sussex Health and Wellbeing Board which sits at the heart of the current healthcare changes. Or again even ask for a representative from the Board to attend and provide a briefing in person?</i> The County Councillors can be asked this directly. <i>Does the current grass cutting contract have a requirement to check verges before cutting and remove drinks cans if found There have been occasions in the past when shredded cans have been visible on verges after cutting and could be dangerous for anyone walking on the verges or to dogs. If not could such a clause be inserted in the new tender/contract process?</i> The Clerk explained that the contractors are asked to be aware of litter and debris, but do not complete a full litter pick before every cut. Cllr Martin asked if this could be discussed with WDC Street Scene and the contractor. <i>Could the greenery evident in the guttering on the south side of the Library be removed as it could possibly cause damp?</i> The Clerk explained that he was not certain if this was a task that should be carried out by the	
C21/005	<u>Report of Council Chairman and questions from Members</u> The Report was NOTED. 7.45pm Cllr D Shing Arrives	
C21/006	<u>Report of Parish Clerk and questions from Members</u> The Report was NOTED. Cllr Pritchett asked if the area near the Foulride Green crossing could be one of the wildflower meadow sites. The Clerk agreed to include this location, he also explained that the preparation of the sites included the need to weed kill some areas so he is waiting to purchase seed for the areas which will need some preparation. 7.46pm Cllr S Shing Arrives 7.47pm Cllr D Murray Arrives	SK
C21/007	<u>Reports of County and District Councillors and questions from Members.</u> The report of the County Councillors was NOTED. Cllr F Pritchett repeated her comments regarding the underpass. Cllr S Shing explained that he had reported the damaged gullies and the ESCC Highways had deemed it too dangerous to use. Cllr F Pritchett also commented that there had been comments that the underpass is regularly dirty and has glass strewn across the floor. Cllr S Shing commented that Wealden District Council would be the best people to contact regarding this issue. Cllr R Weedon asked if the details of who to contact regarding this issue could be passed to members, Cllr S Shing explained that all comments need to go through the same centralised number to reduce the possibility of repetition. The Clerk agreed to give these details. Cllr S Shing commented that the new waste management contract was working well.	
C21/008	<u>To Consider the Planning Applications in the Parish</u> • WD/2021/0174/MEA – Mornings Mill Farm • Hindsland Development – Danescroft The Chairman asked that members forward their questions to the Clerk in time for the meeting on Wednesday to discuss the large developments in the Parish. The Chairman felt that all members should have a voice and asked that they look at the plans and should be ensuring that they are fully aware of the applications and the impact on the residents.	

	Cllr J Martin commented that from a view of the site, there seems to be a lot of properties in the area and wondered whether there is a set number of properties per acre? Cllr Murray commented that there are no set regulations regarding the number of dwellings per acre, but the local plan could set out how they wanted it to be spaced out. The other issue is recreation space, with the set area per 1000 residents. Danescroft should be asked what they intend to do regarding the shortfall rather than add to the issue. The developers should also be asked what they tend to do regarding the cemetery, allotments and play space, by using Brodricklands as a template. Cllr Murray asked if the SDNP have been asked for their comments as the view from the downs will be affected.	
C21/009	<u>Questions to Committee Chairmen and minutes for adoption by Full Council</u> <u>RESOLVED: Members agreed adoption of the following minutes:</u> a) Amenities – Cllr. Martin, Minutes of 11th January 2021 b) Cemetery - no meeting c) Events – Cllr. Lynn, Minutes of 25th January 2021 d) Finance and General Purposes – Cllr Watkins 8th February 2021 e) Library Committee Minutes – Cllr Nisbet 25th January 2021 f) Planning – Cllr F Pritchett minutes of -21st Dec. 2020, 11th Jan 1st February 2021 g) Recreation Grounds – Cllr Gleeson minutes of 18th January 2021	
C21/010	<u>Reports of Parish Representatives</u> i) WDALC The verbal update was NOTED. ii) Polegate Windmill Trust The verbal update was NOTED.. iii) Willingdon Memorial Hall The verbal update was NOTED. iv) Wannock Hall The report was NOTED. Cllr Murray commented that the gas boiler was in need of replacement and the trust would be looking for grants to enable them to replace it. v) Jevington Village Hall & Sports Club The verbal report by Cllr Clennell was NOTED. The Village Hall Trust have received the approval for their planning application. The 8 Bells has also received planning approval as has Ivy Cottage. The Cricket team have started to work on the pitch etc. for the new season. vi) Library Charity Trust The verbal report was NOTED. vii) Tree Warden The verbal report was NOTED. Cllr F Pritchett thanks Cllr Cooper for his regular attendance at Planning meetings. Cllr Cooper was keen to find out more about the role. The Clerk would forward details of the district and county tree wardens. viii) Cuckmere Community Bus The trust are only meeting twice a year so there was no report at this time.	
C21/011	<u>Recommendations from Finance and General Purposed Committee 7th December 2020</u> i) <u>Parish Governance Sub Committee</u> <u>To consider recommendations made.</u> The Clerk explained that the next stage in the process was to discuss the committee structure and see whether the council needs to change the way it works. A working party which will report to the Governance Sub Committee, has been set up and will be meeting on 2nd March to discuss the way the committees could be changed.	

	Cllr Watkins explained that the next stage of the Governance review is to invite Heather Blanchard to a meeting. This needs to be done soon as the elections will be taking up her time. ii) <u>Review of Council Policies.</u> <u>Environmental Policy</u> The Clerk's report was NOTED. It was AGREED that no changes were required at the current time and the policy should be adopted.. <u>Financial Regulations</u> The Clerk's report was NOTED. It was AGREED that no changes were required at the current time and the policy should be adopted <u>Standing Orders.</u> There are some areas of the Standing Orders which may need alteration due to the mention of EU standards and when these are altered it may be a good time to review other issues.	
C21/012	<u>Meeting Dates</u> i) <u>Annual Council and Parish Assembly</u> The regulations which were put in place to allow the use of virtual meeting ends on 7th May and we await the decision on renewal. In order to ensure the Annual Council meeting is lawful it is necessary to move it to 4th May 2021. It was AGREED to move the date of the Annual Council meeting to 4th May 2021 to ensure that the regulations regarding virtual meetings are in place. The other issue is the annual Parish Assembly., this would be unmanageable as a virtual meeting so it has been recommended that the assembly be held in the Autumn. It was AGREED that the annual Parish Assembly would be held in the Autumn when face to face meetings are possible. ii) <u>Annual Meeting Schedule</u> The issue of the meetings will be added to the agenda for each committee for discussion in the meantime the attached schedule can be used for reference.	
C21/012	<u>Financial Update</u> The Clerk had previously circulated copies of Income & Expenditure and Balance Sheet for the year to date. <u>RESOLVED:</u> i) <u>Budgetary Controls – income and expenditure report</u> Members NOTED the report of the RFO. ii) <u>Payments List for agreement</u> To APPROVE the list of payments totalling £96,959.19 iii) <u>Consideration of Reconciliation</u> Members NOTED the report of the RFO.	
C21/13	<u>Risk Management – to consider the effects (if any) arising from items on the agenda</u> None No risks have been recognised.	
C20/48	<u>Other urgent Items</u> None	
C2036	<u>Date of next meeting</u> Monday 22nd February 2021	

Meeting closed 8.35pm

SignedChairman