



DITCHLING PARISH COUNCIL

Ditchling Village Hall 18 Lewes Road Ditchling East Sussex BN6 8TT
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Minutes of the Ditchling Parish Council Meeting held at Ditchling Village Hall, Ditchling on Monday 25 July 2022 at 7.00pm

Present: Cllrs Madden (Chair), Sansom (Vice Chair), Farrands, Jones, Barna, Rowling, McBeth and Ingham.

Sarah Mamoany (Clerk)

Public Participation:

3 members of the public

A representative of the Ditchling Village Society commented on concerns raised by residents regarding the camping activities on the land adjacent to The Drove on Keymer Road. They advised that it had been reported to the enforcement officer at LDC and they were investigating but were concerned that no action was being taken that the site had been used in excess of the 28 day permitted use and issues were occurring with traffic and noise.

The Chair advised that the Parish Council has no powers regarding enforcement and the Council would consider the matter under planning items on the agenda.

The applicant of SDNP/22/03244/HOUS spoke regarding the application and advised this was a replacement of a previous application submitted 8 years ago which had been approved. In addition, they noted that their property was on the boundary of the Scout Hut which was on the agenda for discussion. They advised that the original fence that was in place had deteriorated and was never replaced but that they had put a weed suppression mat down on the area between the conifer hedge and the boundary but they were fully aware that the boundary was not the hedge and have no intentions of claiming this area and it is shown clearly on the deeds. They confirmed they have been maintaining the hedge on their side and the top. It was noted that the land registry details might not be available as not all titles are available digitally currently.

1.	Declarations of Interest – Cllr. Ingham declared an interest on item 7.6 SDNP/22/03244/HOUS as she is a joint applicant and on item 11.1 relating to the Scout Hut boundary as her property is adjacent to the property. Cllr. Rowling declared an interest in item 7.6 SDNP/22/03244/HOUS as her property is on the boundary of the application site. Cllr. Ingham and Cllr. Rowling left the room during the discussions on the above items.	
2.	Apologies of absence – Apologies were received from MP Maria Caulfield.	
3.	To approve the minutes of the Parish Council meeting held on the 27 June 2022 The minutes of the meeting held on the 27 June 2022 were resolved and duly signed by the Chair as an accurate record of the meeting.	
4.	Actions from previous minutes The Clerk reported that the tree survey report contains further work which has been prioritised into time periods and she will look at this in the forthcoming weeks.	
5.	Clerks Report The Clerk had circulated her report prior to the meeting to all Councillors.	
6.	Co-option of vacancies	

	<p>The Council had received an application for the vacancy of Parish Councillor from Richard Stapleton which had been circulated to all Councillors. Richard provided a brief introduction at the meeting and the Council resolved to co-opt him onto the Council and the declaration of office was signed at the meeting and witnessed by the Clerk. Cllr. Stapleton was invited to join the meeting and welcomed to the Council.</p>	
7.	<p>Planning</p> <p>The Council resolved the following comments:</p> <p>7.1 SDNP/22/02756/FUL - Land at Oak Mill Nye Lane Off Beacon Road Ditchling BN6 8XB - Demolition of the existing stables and outbuildings and erection of a stable barn together with sand school and associated parking and landscaping to serve an Equine Rehabilitation Business - no objection to the application, but would comment that the sand school could potentially impact the views from the beacon and therefore should be of a size and material that would not harm the views and integrity of the landscape of the South Downs National Park.</p> <p>7.2 SDNP/22/02919/HOUS - 26 Shirleys Ditchling BN6 8UD - Front and rear hip to gable roof extensions, installation of dormer to rear, alterations to fenestration on all elevations, alteration to chimney positioning and installation of solar panels to roof on side – no comment.</p> <p>7.3 SDNP/22/03110/TCA - 45 East End Lane Ditchling BN6 8UP - T1 - Beech - reduce crown by 2m – no comment.</p> <p>7.4 SDNP/22/03068/HOUS - 76 Lewes Road Ditchling BN6 8TY- Conversion of loft into habitable living area, removal of existing conservatory, erection of single storey rear extension, alterations to fenestration and cladding throughout, and insulation of roof space. – no comment.</p> <p>7.5 SDNP/22/02253/LIS - 78 East End Lane Ditchling BN6 8UR - Refurbishment of bathroom including raising of ceiling, installation of insulation and breathable membrane for west external wall, installation of breathable insulation above kitchen and below lounge floor, replacement of aluminum french doors with hardwood, removal of external step, replacement of front door sill and re-level front path, replacement of casement window to the west end of attic above kitchen, installation of removable secondary glazing to front sash windows and north window of kitchen, repairs to window frames with metal casements, installation of seals to casement windows, replacement of UPVC rainwater goods, re-plastering internal walls, re-pointing of house and garden walls, changing the colour of north, east and west window frames and front door, replacement of gazebo and weather vane design – no comment.</p> <p>7.6 SDNP/22/03244/HOUS - 31 East End Lane Ditchling BN6 8SX - Conversion of the existing roof space into habitable accommodation, dormer to front elevation and dormer to rear elevation – no comment.</p> <p>7.7 LW/22/0445 - Lone Oak Farm Spatham Lane Westmeston BN6 8XL - Hip to gable end roof extension to both sides and erection of two-storey front extension with creation of front balcony and alterations to fenestration on all elevations. The Council object to the application on the basis that this is an overdevelopment on land located outside the built-up area.</p> <p>7.8 Any other applications received since publication of the agenda.</p> <p>The following application was received SDNP/22/0352/HOUS & SDNP/22/03253/LIS – 8 Lewes Road Ditchling BN6 8TT – Replacement of existing coal store with garden terrace to rear, alterations to fenestration on rear elevation and internal repairs and alterations. – no comment.</p> <p>In relation to the comments from the Ditchling Village Society the Council discussed the issue further and resolved to write to LDC enforcement officer regarding the camping use on the land adjacent to The Drove as concerns have been raised by residents about noise, traffic and that the site was being used over and above the 28-day regulations. In addition, the Council would write to the environmental agency regarding concerns that the waste water from showers is possibly being diverted into the adjacent ditch.</p>	

	<p>The Council resolved that any planning applications received prior to the next meeting in September will be circulated to all Councillors for comments and the Clerk will be delegated to submit responses with a majority agreement from Councillors via email.</p>	
8.	<p>Car Park Project</p> <p>8.1 To confirm contract and costs with preferred tender and timelines for project completion</p> <p>The Clerk reported that the information required was not available for the meeting and that an extraordinary meeting would need to be called in August to discuss the items so that the project could proceed without further delays.</p> <p>It was noted that the SDNP had been in contact in relation to the S106 agreement and some enquiries were made about the works and if a s278 was required. It was confirmed by ESCC Highways that a s171 licence would cover the works as they were minimal. The SDNP has been made aware of this information.</p> <p>8.2 To confirm funding sources</p> <p>The Clerk confirmed that the further £50,000 CIL funding application to LDC had been approved at the cabinet meeting held on the 7 July 2022. The Clerk has been in communication with both LDC and the SDNP to confirm the current position and that once the final contract details are confirmed she will be in contact with them to complete the necessary paperwork to request the funds.</p> <p>8.3 To consider LDC correspondence regarding electric vehicle charging point locations in Ditchling</p> <p>Correspondence had been received from LDC regarding the potential installation of 3 solar and electric car charging points which would require 6 bays to be allocated in the car park to the rear of Ditchling Village Hall which is owned by LDC, 4 of which would need to be dedicated during the day and all would need to be available overnight. The Council were invited to comment on this proposal. The Council resolved to support this initiative.</p>	
9.	<p>Traffic/Highways</p> <p>8.1 Update on progress of traffic consultancy project.</p> <p>Cllr. Sansom reported that the first stage report is due in August and a further meeting with the consultants will then be scheduled.</p>	
10.	<p>Recreation Ground and Burial Ground</p> <p>10.1 To discuss the situation with football pitch maintenance and usage for 2022/23</p> <p>Cllr. Sansom reported that he had met with a representative from Plumpton Athletics Junior in relation to them using the facilities for the forthcoming season. It was noted that discussions had been held a few years ago regarding them using the facilities alongside Ditchling Football Club and that this had all ended when Ditchling Football Club objected to this idea. It was noted that the Council were keen to engage with youth football and to see the facilities used as much as possible and could not see why the facilities could not be enjoyed by both clubs and that youth players could progress to senior teams. Plumpton Athletics were looking to use the facilities on Saturday mornings, Sunday mornings and in the spring/summer for one evening for training, however they wanted some reassurance from the Council that their interest would be taken seriously by the full Council, having been let down previously. The Council discussed this matter and could see no reason why the facilities could not be used by both teams. It was resolved that the Council would try to accommodate both clubs, but that priority would be given to the youth team and that it was not acceptable for Ditchling Football Club to have sole use of the facilities. The issue of if the pitch was playable due to ground conditions was discussed and it was noted that pitch inspections should be made by a third party ideally.</p>	
11.	<p>Scout Hut</p> <p>11.1 To discuss the issue raised in relation to the conifer hedge boundary to the adjoining property</p> <p>The Council noted the comments made by the owner of the adjoining property in the public participation and it was noted that the owners confirmed they were aware of the original boundary and intended to make no claim on land that was not in their ownership. The Clerk reported that she could not find the land registry documents for</p>	

	the property and would check with solicitors to see if the land was registered and report back to the Council.	
12.	<p>Finance</p> <p>12.1 To approve the schedule of payments for July and August 2022 The schedule of payments was circulated and payments amounting to £6,072.88 was resolved by the Council.</p> <p>12.2 To receive the bank reconciliations The bank reconciliations for the 30.06.22 were circulated and resolved.</p> <p>12.3 To approve signatories on Council accounts It was resolved to add Cllrs. Madden, Sansom and Ingham to the NS&I savings account as signatories. The Clerk confirmed that the appropriate forms had been received and completed in relation to the other account amendments as previously agreed.</p>	Clerk
13.	<p>Correspondence & Consultations</p> <p>13.1 Update from MP – The Clerk had circulated the update sent by Maria Caulfield.</p> <p>13.2 SDNP Review of the South Downs Local Plan – Due to her involvement in the Neighbourhood Plan Cllr. Rowling was delegated to do further research on the subject and report back at the next Council meeting. It was noted that there is no funding in relation to updating Neighbourhood Plans which is disappointing.</p> <p>13.3 Transport for the South East draft Strategic Investment Plan consultation. Noted no comments made.</p> <p>13.4 NALC consultation on short term holiday lets The Clerk was delegated to draft a response and circulate for Councillors comments.</p>	Cllr. Rowling Clerk
14.	<p>Reports from representatives on outside bodies, events and training.</p> <p>The Council had received an introductory report from Cllr. Barna relating to the Community Speedwatch activities in the Parish. Cllr. Farrands was asked to provide the contact names for residents who might be interested in getting involved in Spatham Lane when the new speed limit was in place. Thanks was given to the group by the Council for the work they do in trying to reduce speeding.</p> <p>It was noted Cllr. Barna and Farrands attended a recent ESALC planning training. It was noted it would be useful to have a hard copy of the LDC Local Plan available.</p>	Cllr. Farrands Clerk
15.	<p>Staffing Committee</p> <p>Please note item 15.1 will be held under the ‘Public Bodies (Admission to meetings) Act 1960 S.1(2.) which will exclude members of the public due to the confidential nature of the business to be discussed.</p> <p>15.1 Update from Staffing Committee This item was noted in a confidential minute report.</p>	
16.	<p>Future meeting dates and items for future agenda</p> <p>Extraordinary meeting date to be confirmed in August Parish Council Meeting – 26 September 2022 at 7pm</p>	

The meeting closed at 21:00hrs

Date Paid	Payee Name	Amount Paid	Transaction Detail
04/07/2022	Ditchling Village Hall	32.50	hall hire fees
07/07/2022	Lewes District Council	33.60	bin emptying fees
20/07/2022	ESALC Limited	96.00	training Cllr. Farrands/Barna
20/07/2022	BT	163.36	telephone/broadband
20/07/2022	Zoom Video Communications	14.39	video call fees
26/07/2022	HMRC	583.85	July PAYE
26/07/2022	Staff salaries	2,018.42	July salaries
26/07/2022	East Sussex Pension Fund	535.34	July staff pensions
29/08/2022	Staff salaries	1,584.43	August staff salaries

29/08/2022 East Sussex Pension Fund
29/08/2022 HMRC

535.34 August staff pensions
475.65 August PAYE

6,072.88

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