



DITCHLING PARISH COUNCIL

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Minutes of the Ditchling Parish Council Meeting held at Ditchling Village Hall, Ditchling on Monday 15 August 2022 at 7.00pm

Present: Cllrs.Sansom (Chair), Farrands, Jones, Stapleton and McBeth.

Sarah Mamoany (Clerk)

Public Participation:

No members of the public were present.

1.	Declarations of Interest – Cllr. Sansom declared an interest in item 4.1 on the agenda as he is the Chair of the Emmanuel Centre Management Group.	
2.	Apologies of absence – Apologies were received from Cllr. Rowling, Ingham, Barna, and Madden.	
3.	<p>Car Park Update</p> <p>3.1 To discuss final contract specification, including surface materials and bay markings The Clerk had circulated a paper in relation to the current position and in respect of the discussions with the nominated preferred contractor, civil engineer consultant and the SDNP. In regards to the car park surface, it was noted that the SDNP had confirmed if the two surfaces read pretty much as a single surface, then a small change to the colour of the chippings is fine. It was also noted that timber markers would now need to be used as opposed to white lines which was originally agreed and the SDNP advised these were a big improvement. The revised drawing was circulated to the Council. As the amendments were not a significant variation to the agreed planning drawings this was approved by the SDNP. The Council resolved to proceed based on the information provided in respect of the amended drawing and information. The Clerk was requested to check that the details of cutting back the hedge in relation to visibility splays was noted in the tender document.</p> <p>3.2 To discuss and confirm final contract costs Following the minor amendments to the specification in order to meet the planning requirements of the SDNP, which reflect the use of binder course with tar and spray and granite chippings applied; the Council resolved to accept the final contract price of £250,970.55 plus VAT from DGP Infrastructure and the Clerk was delegated to sign the appropriate contract paperwork on behalf of the Council. Cllr. McBeth voted against the resolution.</p> <p>3.3 To discuss potential timescales for contract commencement The Clerk reported that the contract period was 9 weeks and the start date would be agreed subject to resources available but the works schedule will be planed so that the planting can be carried out within the planting season, which is ideally November/December. Therefore, potentially a start date of September could be viable, with completion by the end of 2022.</p> <p>3.4 To review funding streams for final contract The Clerk had updated the spreadsheet previously circulated to the Council. The Council resolved the updated figures. The Council requested that prior to signing the contract, the Clerk should identify the exact timescales when the agreed CIL funds from</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	the SDNP and LDC will be transferred to the Council, as concerns were noted in relation to cashflow if these funds were not forthcoming.	
4.	<p>Donation Request</p> <p>4.1 To consider request from the Emmanuel Centre Management Group for a donation towards books to support English lessons for Ukrainian guests</p> <p>A request had been received from the Chair of the Emmanuel Centre Management Group towards books to support English lessons which commenced on the 23 July and are run by a Ukraine who is a qualified English teacher. Currently 10 students are attending, some of whom reside in Ditchling and others within the immediate vicinity and there is a prospect of these numbers increasing to 20.</p> <p>The Council resolved to donate up to the sum of £500 towards the purchase of text books, which will be purchased by the Council directly, rather than the donation being given directly to the group.</p>	Clerk
5.	<p>Finance</p> <p>5.1 To agree schedule of payments for August 2022</p> <p>The schedule of payments for August amounting to £7,578.87 was resolved by the Council.</p>	
6.	<p>Future meeting dates and items for future agenda</p> <p>Parish Council Meeting – 26 September 2022 at 7pm</p>	

The meeting closed at 19.32hrs

Schedule of payments August 2022

01.08.22	Ditchling Village Hall	£32.50	Hall hire
31.08.22	Gould Baxter	£3,000.00	Contract administration fees liasing with client/contractor
29.07.22	GTA Civils	£270.00	Work associated with surface resolutions
29.07.22	Viking Direct	£33.77	Stationery/refuse sacks
04.08.22	LDC	£33.60	Bin empty charges
12.05.22	Simon Woodley	£990.00	Grounds maintenance April/May attending meetings Beacon lighting
10.03.22	Simon Woodley	£960.00	Grounds maintenance Feb/March including tree clearing and tree planting
31.07.22	Simon Woodley	£630.00	Grounds maintenance/repairs June/July
08.08.22	Breakthrough Comms	£1,614.00	Council Hive contract
10.08.22	Ditchling Village Hall	£15.00	Hall hire (awaiting invoice)
	Total payments:	£7,578.87	