



DITCHLING PARISH COUNCIL

Ditchling Village Hall 18 Lewes Road Ditchling East Sussex BN6 8TT
Tel: 01273 844733 Email: parishoffice@ditchling-pc.gov.uk
www.ditchling-pc.gov.uk

Minutes of the Ditchling Parish Council Meeting held at Ditchling Village Hall, Ditchling on Tuesday 23rd January 2024 at 7pm

Present: Cllrs Barna, Farrands, Ingham, Madden (Chair), Orme. Rowling, Sansom, Stapleton

Tracey Euesden (Clerk)
Julia Shelley (Locum Clerk)

Public Participation:

Lewes District Councillor Paul Mellor and 4 members of the public were present.

1.	Apologies for absence
2.	Declarations of interest. Cllr. Orme Item No. 6.1 (SDNP/23/04864/FUL) Cllr. Ingham, Item 8 (Ditchling Gardens)
3.	To approve the minutes of the meetings held on the 27th of November and 11th December 2023 and to Ratify all decisions taken at the meeting of 11th December 2023. The Minutes of the meetings held on 27 th November 2023 and 11 th December 2023 were APPROVED and all decisions taken at the meeting of 11 th December 2023 were RATIFIED .
4.	Actions from previous minutes.
5.	Clerks Report: The Clerk's Report had been circulated with the Agenda Papers.
6.	Planning - for full details of planning applications listed below please go to https://www.southdowns.gov.uk/planning-applications/ or https://www.lewes-eastbourne.gov.uk/planning-and-building-control The Council RESOLVED the following comments. 6.1 SDNP/23/04864/FUL, 56 Lewes Road Ditchling, East Sussex. Proposed demolition of existing chalet bungalow, detached double garage and other outbuildings, and erection of three (C3) dwellings, 1no 4-bed two-storey dwelling, 1no 3-bed two-storey dwelling and 1no single storey dwelling together with associated landscaping, vehicle and cycle parking. Concerns were raised regarding the scale of these proposals in relation to the size of plot. 4 Bed homes are contrary to the Neighbourhood Plan, parking provision is inadequate for residents and does not account for visitors, delivery vehicles or rubbish collection. It was also noted that residents had raised objections about the loss of peaceful enjoyment of their properties. Members had hoped to inspect the site with these issues in mind but unfortunately, the agent did not attend at the arranged time. Cllr Stapleton Proposed, Seconded Cllr Rowling and RESOLVED: To request that the Planning Officer arranges another site visit but if this is refused, to OBJECT on the grounds noted above. 6.2 SDNP/23/05299/FUL, Beardsfield Nursery, Common Lane Ditchling East Sussex. Erection of permanent horticultural workers dwelling to replace temporary mobile home on the site. This application was discussed and once again, noted that 4 bed properties do not comply with the policies contained in the Neighbourhood Plan. There appears to be no justification for the

	<p>floorspace (159 sq.m) to exceed the generally permitted policy (120 sq.m). Comments were also made that the design and materials require more thought. It was RESOLVED: To OBJECT to the application. Should the Planning Authority be minded to permit the application, Cllrs request that a s106 Agreement be put in place tying the property to the business.</p> <p>6.3 SDNP/23/05454/ADV & SDNP/23/05455/LIS The Bull, 2 High Street Ditchling East Sussex. Replacement of existing signage with branded signage. 1no externally illuminated signwritten letter sign, 3no non illuminated signwritten signs, 2no externally illuminated wall and post swing signs and non illuminated wall plaque. Whilst these proposals were considered an improvement upon the previous application, the size and number of signs was still considered unacceptable. Questions were raised about the height of the proposed post and whether the number of illuminated signs was appropriate for the conservation area. It was RESOLVED: To OBJECT to this application</p> <p>6.4 SDNP/23/05463/LIS The Bull, 2 High Street Ditchling East Sussex. Excavations of the ground for the upgrading of the existing electrical supply with a new supply and 3 no. electric charging bays to car parking area. It was RESOLVED: To submit a comment of NO COMMENT.</p> <p>6.5 SDNP/24/00105/SCREEN EIA Screening Request regarding proposals to improve Ditchling Wastewater Treatment Works. Southern Water Sewage Treatment Works, Spatham Lane. Members RESOLVED that the following Comments should be submitted: <i>Any consent should include the requirement that all vehicles above the relevant weight / length limit should be specifically prevented from travelling through the village crossroads with the approved route being via the road network north of Ditchling.</i></p>
7.	<p>Car Park Project update. The Clerk reported that the contractor had engaged a local company to carry out the remaining soft landscaping. This matter would continue to be monitored to ensure completion. The Clerk was asked to arrange for the hedge to be cut back.</p>
8.	<p>Ditchling Gardens</p> <p>8.1 To consider invitation to agents to advise upon the potential sale of the site. Cllr Orme Proposed, Seconded Cllr Rowling and RESOLVED: To obtain a list of independent Developmemt Agents from RICS to invite quotations for providing advice and support in the event that a social housing development partner cannot be found.</p>
9.	<p>Finance</p> <p>9.1 To approve schedule of payments for January 2024. The schedule of Payments was APPROVED.</p> <p>9.2 To approve bank reconciliations for December. Cllr Orme reported that he had witnessed the Bank Reconciliation for the Co-Operative Bank Account to 19th December 2023 which was NOTED.</p> <p>9.3 To review draft budget 2024/25. Members had been presented with the draft budget 2024 / 2025. Referring to the potential deficit of approximately £9,000, Cllr Orme stated that this was a “worst case scenario” as it was likely that earmarked reserves would fund some of the capital projects being planned, and in the current year income, e.g. from the Burial Ground, was greater than budgeted. He and the Clerk would closely monitor the Council’s expenditure against projections to avoid any deficit and regular reports would be made to the Council. The Budget was APPROVED.</p> <p>9.4 To agree precept for 2024/25. It was RESOLVED: That the Precept for 2024/2025 be set at £119,210.00 representing an increase of £5.75 yearly increase on a Band D Council Tax.</p> <p>9.5 To Review and Consider findings from Internal Auditor Interim Report 2023 2024. The Report was NOTED and the following findings were considered.</p> <p>9.6 Financial Regulations:</p>

	<p>(a) To Consider Recommendation from Internal Auditor to amend reg.4.1 – Clerk’s level of expenditure to be increased to £1,000. APPROVED.</p> <p>(b) To Consider amendment to Reg 11.1 that the level at which 3 quotations be sought should be increased to £5,000. APPROVED.</p>
10.	<p>Recreation Ground & Burial Ground</p> <p>10.1 Update from Cllr Farrands following meeting with Michael Carter regarding Feasibility Study and to Approve quotation of £3,250.00. A discussion ensued regarding the scope of works and concerns were raised that the various stages of the project would take time and would be reliant upon successful funding bids. It was RESOLVED: That the Clerk should liaise with Mr Carter to request that the quotation be broken down into two phases. Phase one being the production of a specification and tender document containing sufficient information that can be used for funding applications and planning applications if necessary and Phase two being the Tendering, Procurement and Project Management aspects of the scheme. A budget of £2,000 for Phase one was APPROVED.</p> <p>10.2 To Approve Quotation from Bonny’s Wood for Tree Works at Recreation Ground. The quotation was APPROVED.</p> <p>10.3 To Consider request from resident to undertake Tree Works on the Recreation Ground adjacent to his boundary. Cllr Stapleton explained the scope of works which were APPROVED.</p> <p>10.4 Burial Ground:</p> <p>(a) To Consider Quotation from Julia Shelley for Burial Ground Review. A quotation to undertake a robust review of burial records, mapping missing, new and vacant plots, inspecting gravesites and install burial row markers in the sum of £4,198.60 was APPROVED.</p> <p>(b) To Consider undertaking a review of Burial Ground Policy. The Clerk was tasked to review the Council’s Burial Ground Policy.</p>
11.	<p>Traffic Consultation Update</p> <p>11.1 To Confirm Plans for Traffic Consultation on 3rd February 2024. Cllrs. Barna, Orme and Stapleton had briefed Members on the plans for the consultation.</p>
12.	<p>Business Plan Update. Cllr Orme reported that the Business Plan had now been finalised and thanked Cllr Madden for her involvement in this project.</p>
13.	<p>Ditchling Archery Club – To Consider Advice from Insurance Company regarding claim for damage to container in 2021. It was RESOLVED To accept the advice from the Insurance Company to settle this claim.</p>
14.	<p>Parish Office. No matters were raised.</p>
15.	<p>Correspondence and consultations</p> <p>15.1 Gatwick Airport FASI South Airspace Change Proposal Update – Invitation to attend Stakeholder Briefing Events. NOTED.</p> <p>15.2 SDNPA Call For Projects for CIL Funding. Expressions of Interest open until 12th April 2024. It was RESOLVED: That and expression of interest should be submitted for the Playground Project. A further expression of should be considered following the results of the Traffic Consultation event and survey.</p> <p>15.3 Hampshire Minerals and Waste Plan – Reg 19 Consultation from 9th January to 5th March 2024. NOTED.</p> <p>15.4 East Sussex Transport Plan - Consultation 27 November 2023 – 25 February 2024. NOTED.</p>

	<p>15.5 Lewes and Eastbourne Planning Policy Consultation 29 November 2023 – 8 February 2024. It was RESOLVED: <i>That a response should be submitted.</i></p> <p>15.6 D Day 80th Commemoration 6th June – Events and to Consider payment for Bugler to play at War Memorial. It was RESOLVED: <i>That contact should be made with the Royal British Legion to ascertain what plans are being made. Payment of up to £200 for the Bugler was APPROVED. Concerns were raised at the suggestion that the “Tommy” silhouettes should remain in place until after the Ditchling Fair due to health and safety reasons and the Clerk was asked to ensure that they are removed prior to the Fair taking place.</i></p>
16.	South Downs National Park Board Councillor representative vacancy. The vacancy was NOTED.
17.	Civility & Respect Pledge -To Resolve to sign up to the NALC/SLCC/OVW Civility & Respect Pledge. This decision was deferred.
18.	Future meeting date: 27 th February 2024.