



## DITCHLING PARISH COUNCIL

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### Minutes of the Ditchling Parish Council Meeting held at Ditchling Village Hall, Ditchling on Tuesday 26<sup>th</sup> March 2024 at 7pm

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

Tracey Euesden (Clerk)

Public Participation:

6 members of the public were present.

1.	<b>Apologies for absence.</b> Cllr Madden (Prior Commitment). The reason for this apology was <b>ACCEPTED</b> .
2.	<b>Declarations of interest.</b> Cllr Ingham declared an interest in item 8.
3.	<b>To approve the minutes of the meetings held on the 27<sup>th</sup> February 2024.</b> Referring to Minute No. 6.2 line 17, Cllr Rowling Proposed that the words “in its current form” be struck from the minutes, Seconded Cllr Orme and <b>APPROVED</b> . With this amendment, the Minutes were <b>APPROVED</b> .and signed by the Chair.
4.	<b>Actions from previous minutes.</b> Min. 7.1 – Car Park – A site meeting had taken place and another would be planned for April.May to assess final landscaping works ahead of sign off in August. Min. 7.2 – Interpretation Board – see agenda item 7.2. Min. 11.1 –Traffic Survey – Results to be analysed and reported upon at the next meeting. Min. 12.1 – Standing Orders – see agenda item 12.1. Min. 15.1- Newcomer’s Party – New publicity material had been arranged. Min. 15.4 – War memorial – Replacement lights ordered.
5.	<b>Clerks Report:</b> The Clerk’s Report had been circulated with the Agenda Papers.
6.	<b>Planning - for full details of planning applications listed below please go to <a href="https://www.southdowns.gov.uk/planning-applications/">https://www.southdowns.gov.uk/planning-applications/</a> or <a href="https://www.lewes-eastbourne.gov.uk/planning-and-building-control">https://www.lewes-eastbourne.gov.uk/planning-and-building-control</a></b>  The Following Applications were discussed.  6.1 SDNP/23/05134/FUL – Ditchling Rugby Club. Engineering works to consist of re-profiling of site and realignment of pitch, new drainage system, creation of new access from Clayton Road leading to a new parking area, erection of groundsman’s store/facilities, associated landscaping and extension to the existing allowed playing season. Cllr Orme Proposed, Seconded Cllr Stapleton and <b>RESOLVED:</b> to submit the following comments in addition to those previously submitted “ <b>OBJECTION</b> - <i>The Parish Council maintains its objection to the application, but should the Planning Authority be minded to grant consent, it is requested that permitted development rights be removed to prevent future use of the site for activities that may be classified as permitted development</i> ”

- 6.2 LW/24/0178 – Land East of Ditchling Road, Wivelsfield. Approval of Reserved Matters following Outline Planning Permission (LW/21/0729) relating to layout, scale, appearance and landscaping for the erection of 96 new dwellings (including 40% affordable) and on-site play area provision. It was **RESOLVED**: To Submit the following comments: **OBJECTION** -*The Parish Council maintains its original comments of objection at the scale of this development and the significant pressure on infrastructure, not only within the village of Wivelsfield but surrounding villages including Ditchling which is already struggling with excessive traffic.*  
*National planning policies encourage consideration of the negative impact of increased traffic on affected communities but our local planning authorities appear to pay little attention to the amenity, safety and well-being of residents in neighbouring parishes.*  
*Once again, the Parish Council calls for the local planning authority to consider the traffic impacts when determining applications and to seek further Section 106 contributions from developers to mitigate the negative consequences of the inevitable increase in traffic in communities neighbouring / adjacent to the development area.*
- 6.3 SDNP/24/00604/HOUS – (Amended Plans) 18 South Street. Removal of existing car port and replacement with double garage. It was **RESOLVED**: To Submit a comment of **OBJECTION** – *The amended plans are unclear as to whether a new accessway onto South Street is still proposed. If it is, the parish council maintains its original objection to this. In addition we believe the proposed wood cladding materials are not in keeping with the general aesthetic of the immediate area which is part of the conservation area.*
- 6.4 SDNP/24/00743/HOUS – 19 North End. Demolition of existing single storey rear extension, demolition and replacement of two storey rear section with pitched roof and infill extension at first floor, alterations to existing tile hanging on side elevation and creation of balcony over existing entrance porch. It was **RESOLVED**: To Submit a comment of **NO COMMENT**.
- 6.5 SDNP/24/00790/HOUS – 16 South Street. Construction of a car port over existing car parking spaces. It was **NOTED** that this application has been withdrawn.
- 6.6 SDNP/24/01000/DCOND – Land West of, The Drove. Discharge of Condition 3 (Further Schemes) in relation to the approval of SDNP/21/00894/FUL. It was **NOTED** that the documents submitted with the application refer to correspondence between the applicant and the Senior Planning Officer and the Clerk was asked to obtain a copy of this correspondence in order for the Parish Council to be fully informed before submitting a comment.
- 6.7 SDNP/24/01046/CND – The Macs Farm, Dumbrells Court Road. Variation of Conditions 4 & 5 related to Planning Approval SDNP/22/05011/CND to extend the hours music can be played indoors, from 10pm to 11pm and installation of a noise limiter. It was **RESOLVED**: To Submit the following comments: *It is unclear whether the application is to vary the periods of the year during which music can be played until 11pm or whether the intention is to remain within the existing constraints of the winter months. If the consent sought is for the winter months only then the Parish Council has no comments to make. If consent is sought to change to all year round then the Parish Council submits its **OBJECTION**. If minded to approve the application, the planning authority should be fully satisfied that there is no noise disturbance issue as residents have indicated that there is.*
- 6.8 No further applications had been received

7. **Car Park Project update.**

- 7.1 Update on Repairs to solar lamp. Gould Baxter had contacted the contractor to request that this matter finally be resolved. A response had yet to be received.
- 7.2 Interpretation Board. Cllr Rowling has been working with the SDNPA's preferred designer to draw up plans for the board. Cllr Orme Proposed, Seconded Cllr Ingham and **RESOLVED**: *To approve design and production costs up to the sum of £2,000 and to delegate powers to Cllr Rowling and the Clerk to work with The Way Design Limited to complete the project.*

8.	<p><b>Ditchling Gardens</b></p> <p>8.1 Update on Meetings held. Members had been provided with notes from meetings held. Cllr. Rowling briefly reported that various options had been discussed including the formation of a Community Land Trust and Cllr Stapleton briefly described what this would involve. It was suggested that this could be a subject for exploration at the Annual Parish Meeting to gauge interest from members of the public in forming such a group. At the same time, other Development Agents would be approached for estimates to act for the Council and the Working Group would submit its recommendations for the way forward at the next Full Council Meeting.</p>
9.	<p><b>Finance</b></p> <p>9.1 To approve schedule of payments for March 2024. The schedule of Payments was <b>APPROVED</b>.</p> <p>9.2 To approve bank reconciliations for February. Cllr Orme reported that all of the Council's Accounts had been reconciled to 29<sup>th</sup> February 2024 and the documents were <b>NOTED</b>.</p> <p>9.3 To approve list of payments made by variable Direct Debit. The list was <b>APPROVED</b>.</p>
10.	<p><b>Recreation Ground &amp; Burial Ground</b></p> <p>10.1 Update on Playground Project from Cllr Farrands. Cllr Farrands reported that he and Cllr Rowling had attended the recreation ground on Friday 22<sup>nd</sup> March to meet with neighbouring residents who had expressed concerns about the project. The Clerk had submitted an enquiry regarding the need for planning permission and had yet to hear back. The process to draw up the tender documents would commence over the coming weeks.</p> <p>10.2 Update on Burial Ground Mapping Project. The Clerk reported that the project is progressing well with over half the plots now confirmed and mapped.</p>
11.	<p><b>Parish Council Matters</b></p> <p>11.1 Members' Acceptance to receive summons, agendas and other council documents by email. Those members present signed this acceptance form and Cllr Madden would be asked to sign at the next opportunity.</p>
12.	<p><b>Documents for Review.</b></p> <p>12.1 Standing Orders – The document NALC Model Standing Orders (England) 2018, updated April 2022 and reviewed by the Chair of the Finance Committee was <b>ADOPTED</b>. The Clerk would obtain clarification the legal requirements of some of the updated sections prior to a further review of the documents during the next Council Year.</p> <p>12.2 Draft Burial Ground Policy – The document had been circulated and Members were invited to submit comments prior to the policy being considered for approval at the next meeting.</p> <p>12.3 Financial Risk Assessment – The document was <b>APPROVED</b>.</p> <p>12.4 Non- Financial Risk Assessment – The document was <b>APPROVED</b>.</p>
13.	<p><b>Streetlights</b></p> <p>13.1 Unfortunately, the expected quotation to install the replacement lanterns has yet to be received so this matter will be deferred to the next meeting. Referring to the number of fault reports being received, Cllr Sansom referred to a recent meeting with the streetlighting engineer where the matter of developing a maintenance and repair programme had been discussed. It was suggested that consideration should be given to including a budget line for replacing a certain number of lanterns per annum and Cllrs expressed support for this.</p>
14.	<p><b>Correspondence and consultations</b></p> <p>14.1 The Information Commissioner's Office has received one complaint from a Member of the Public.</p> <p>14.2 Ditchling Village Fair – Application for road closure – it was <b>RESOLVED</b> <i>to submit a comment of Support</i>.</p> <p>14.3 To Consider Membership to the Rural Market Towns Group at £100 plus VAT for the 2024-2025 Financial Year. It was <b>RESOLVED</b> <i>Not to become a member at this time</i>.</p> <p>14.4 "Hedgehogs R Us Highway Project" Cllrs Barna and Rowling referred to other initiatives to support hedgehogs and other wildlife and It was <b>RESOLVED</b> <i>Not to take part at this time</i>.</p>
15.	<p><b>Upcoming Events.</b></p> <p>15.1 D Day 80<sup>th</sup> Anniversary - 6<sup>th</sup> June 2024. The Clerk is liaising with the Royal British Legion, Ditchling Branch regarding commemorations and will report further when an update is received.</p>

16.	<p><b>Future meeting date:</b>  16.1 Parish Council Meeting 23<sup>rd</sup> April 2024 7pm  16.2 Annual Meeting of the Parish 23<sup>rd</sup> April 2024 8pm (To follow the Parish Council Meeting).</p>
	<p><b>Actions taken forward.</b></p> <p><b>From Previous meeting:</b></p> <p>Min 11.1 Traffic Consultation Update – Report and Recommendations to be presented at the meeting on 23<sup>rd</sup> April. <b>(Traffic Working Group)</b></p> <p><b>From this Meeting.</b></p> <p>Min 8.1 Ditchling Gardens – Recommendations to be presented for consideration at the meeting on 23<sup>rd</sup> April <b>(Ditchling Gardens Working Group)</b></p> <p>Min 10.1 Playground Project – Tender Documents to be drawn up. <b>(TE)</b></p> <p>Min 12.2 Draft Burial Ground Policy – Comments invited <b>(All)</b></p>

The meeting closed at 8.10 pm

DRAFT