



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 25th June 2024 at 7pm

Present: Cllrs Barna, Farrands, Godley, Ingham, Linstead, Madden (Chair), Orme and Stapleton

Tracey Euesden (Clerk)

Public Participation:

2 members of the public were present.
 District Councillor Paul Mellor

19.	Apologies for absence. Apologies were received and accepted from Cllrs Rowling, Sansom and Seddon
20.	Declarations of interest. Cllr Ingham declared an interest in agenda item 8.
21.	To approve the minutes of the Annual Meeting held on the 28th May 2024. The Minutes were APPROVED and signed by the Chair.
22.	<p>Actions from previous minutes.</p> <p>Min 12.2 (March 2024) Draft Burial Ground Policy – Comments invited. Ongoing. Min 7.2 (April 2024) Car Park Interpretation Board – See agenda item 7.2.</p> <p>May 2024 Min 8.1 Streetlights – See agenda item 13.1 Min 12.2 Social Media and Press Policy – Ongoing. Min 13.8 Cllr Linstead to explore savings account options – Ongoing.</p>
23.	Clerks Report: The Clerk’s Report had been circulated with the Agenda Papers.
24.	<p>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</p> <p>The Following Applications were discussed.</p> <p>24.1 SDNP/24/02076 – 7 Shirleys. Two storey rear infill extension, side roof extensions with replacement of existing flat roofs, creation of 1no. rear dormer and front porch canopy, and alterations to fenestration at all elevations including addition of 7no. rooflights. It was RESOLVED to submit a comment of NO COMMENT.</p> <p>24.2 SDNP/24/02124/FUL – Oakmill Barn, Beacon Road. Erection of a temporary rural workers dwelling in connection with an equine rehabilitation business. It was RESOLVED to submit COMMENTS Requesting that “should the application be approved, a condition</p>

	<p>be attached removing permitted development rights to prevent inappropriate development without the need to apply for consent.”</p> <p>24.3 SDNP/24/02203/HOUS – 96 Lewes Road. Part single and part two storey side and front extensions: single storey rear extension; first floor single storey rear extension including creation of terrace; demolition of existing garage and side extension; addition of 1 no. rooflight to front; relocation of existing solar panels; alteration to fenestration at all elevations. It was RESOLVED to submit the following COMMENTS. <i>“It is noted that the property has been the subject of previously approved planning applications for extensions, the Planning Officer should be satisfied that the scale of these current proposals adhere to the relevant conditions regarding size in relation to the original construction and not that of the current property”</i></p> <p>24.4 SDNP/24/01957/FUL – 16 South Street. Construction of a car port over an existing car parking space. It was noted that an objection had been submitted following the May meeting.</p> <p>24.5 SDNP/23/05134/FUL – Ditchling Rugby Club. It was noted that the period for comments to be submitted had been extended to 5th July and the Clerk was asked to enquire when the application would likely be discussed by the SDNP Planning Committee.</p>
25.	<p>Car Park Project update.</p> <p>25.1 Update on repairs to Solar Lamp. The contractor has advised that the lamp is to be replaced but has not indicated when this may be. The Clerk was asked to obtain the manual for the equipment. A final site visit is to be arranged during which Cllr Rowling’s suggestion that a wildflower bed be sown along the middle section of earth can be considered. Cllr. Orme recalled that the provision of a wildflower bed was part of the original design and should form part of the snagging list.</p> <p>25.2 Interpretation Board. Cllr Rowling has distributed copies of the draft panels and with some minor adjustments to the text, the final boards will hopefully be in place before the next meeting.</p>
26.	<p>Ditchling Gardens Update</p> <p>26.1 Feedback from Cllr Orme following the meeting hosted by Action in rural Sussex regarding potential formation of Community Land Trust. Cllr Orme reported that the meeting had been positive with approximately 7 interested parties exhibiting various skills and experiences. A second meeting had been alluded to but this had yet to take place. A Terms of Reference and advisory notes for the CLT Steering Group had been distributed to the attendees and copied to the Council for information.</p> <p>Cllr Orme reported that the AirS representative had suggested that a Shared Ownership scheme might be the most feasible way forward for the CLT but concerns were raised by members that this might not provide sufficient community benefit. Various issues were discussed surrounding financial implications, time involved in achieving a result via the CLT, the legal position with regard to disposal of the land and whether selling on the open market and using the funds to finance other projects that would provide a wider community benefit.</p> <p>It was suggested that the Clerk produce a paper documenting all of the concerns raised and to forward this to the CLT group, requesting that it meets to discuss and respond in time for the council to agree a way forward at the next meeting and this was RESOLVED.</p>
27.	<p>Finance</p> <p>27.1 To approve schedule of payments for June 2024. The schedule of Payments, plus one additional payment submitted since the agenda was published, was APPROVED</p> <p>27.2 To approve bank reconciliations for May 2024. Cllr Orme reported that he had reviewed and signed the bank reconciliations and the documents were NOTED. Clarification is still required regarding an apparent anomaly in the accounting software and the Clerk is chasing for a</p>

	resolution to this but it was confirmed that no further anomalies had become apparent and that the May 2024 current account cashbook does reconcile to the bank statement.
28.	<p>Recreation Ground</p> <p>28.1 Update on works to repair sewage leak. Cllrs Linstead and Stapleton have been liaising with Southern Water and its contractors regarding the ongoing works. The repairs to the broken pipe have been completed and reinstatement of the ground is underway, but concerns have been raised that there are further breakages which have caused the waterlogging on the field to the north of the worksite. Cllr Stapleton had received an email from Southern Water's Stakeholder Engagement Manager earlier in the day which would be circulated and the Clerk was asked to respond to this email requesting assurances that there is no health risk to the public and that investigations into the north field would take place. Enquiries would also be made about how the various sports clubs could claim compensation from Southern Water for loss of income and expenses resulting in the requirement to hire alternative venues for their activities.</p> <p>28.2 To consider request from Scouts to install a cage on the recreation ground to store a gas canister and to light camping fires on the recreation ground. The Clerk had consulted the Council's insurers and councillors were advised to consider how to discourage vandalism of the cage and to protect other users of the field. It was recognised that the scouts would be suitably supervised during the use of camp fires but concerns were raised that a precedent could be set resulting in fires being lit by other groups or individuals. The Clerk was asked to contact the Scouts group to advise that unfortunately, these requests to use the public space for fires and storage of gas cannot be supported.</p>
29.	<p>Traffic and Transport Matters</p> <p>29.1 Cllr Stapleton reported that a letter had been received from East Sussex Highways providing advice regarding the four prioritised schemes. A meeting of the working party would be arranged to discuss the content of the letter and a report will be provided at the next meeting of the Council.</p>
30.	<p>Business Resilience / Emergency Planning</p> <p>30.1 To Consider drafting a Plan to deal with cases of emergency. Cllr Madden Proposed, Seconded Cllr Orme and it was RESOLVED: That an Emergency Plan would be drafted and presented for consideration at a future meeting of the Council.</p>
31.	<p>Streetlights</p> <p>31.1 Update on replacement Lanterns – To Consider proposal by Cllr Sansom. Members had been provided with a copy of Cllr Sansom's report which includes the locations of 4 lamps already purchased by the council which are to be replaced at no further cost and Balfour Beatty's quotations to supply and install an additional 4 lanterns at a total cost of £5,729.45. Cllr Sansom had explained that should these proposals be approved, the result would be a significant improvement in the number of streetlights in operation and he recommends that a replacement programme be incorporated into the budgeting process over the next few years.</p> <p>It was also noted that the overall costs quoted are for separate installations and the Clerk would enquire whether the total charge may be reduced if the works are completed at the same time.</p> <p>It was RESOLVED: To ACCEPT the quotations to install 4 lanterns at a maximum total of £5,729.45 subject to confirmation that any / all reinstatement works are to be included in the cost.</p>
32.	<p>Bins</p> <p>32.1 To Consider request from Oldland Mill Trust to provide a dog bin on Lodge Hill Lane at the junction with Boddington Lane. The Clerk had obtained quotations for the installation of a standard dog bin and a mixed general waste and dog waste bin. Cllrs. queried whether the suggested location was appropriate and the Clerk was asked to clarify with the Trust.</p>
33.	Correspondence and Consultations.

	<p>33.1 South Downs Local Plan Review Consultation. The consultation was NOTED.</p> <p>33.2 South Downs National Park Authority – June Newsletter. The Newsletter had been circulated.</p> <p>33.3 Coldean Neighbourhood Forum draft Neighbourhood Plan Regulation 14 public consultation for 6 weeks from 18 June to 30 July 2024. The consultation was NOTED</p>
34.	<p>Future meeting date:</p> <p>34.1 Parish Council meeting 30th July 2024 at 7pm</p>
	<p>Actions taken forward.</p> <p>From Previous meetings:</p> <p>Min 12.2 (March 2024) Draft Burial Ground Policy – Comments invited. (ALL)</p> <p>Min 12.2 (May 2024) Social Media and Press Policy – Ongoing.</p> <p>Min 13.8 (May 2024) Cllr Linstead to explore savings account options – Ongoing.</p> <p>From this Meeting.</p> <p>Min 24.5 Ditchling Rugby Club. Clarification of meeting date (Clerk)</p> <p>Min 25.1 Car Park. Site visit to be arranged (Clerk)</p> <p>Min 26.1 Ditchling Gardens. Paper to be prepared and forwarded to CLT (Clerk)</p> <p>Min 30.1 Emergency Plan. To draft a plan (MM, Clerk)</p> <p>Min 32.1 Bins. Clarification of suggested location (Clerk)</p>

The meeting closed at 8.30 pm