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, on Tuesday 27th October 2026

Present: Cllrs Madden (Chair), Barna, Orme, Roberts, Rowling, Sansom, Seddon & Stapleton

Tracey Euesden (Clerk)
Lauren Bailey (Project Officer)
District Councillor Paul Mellor

Public Participation:

There were no members of the public present

75.	**Public Participation.** As there were no members present, no matters were raised.
76.	**Apologies of absence** – Apologies were received from Cllrs Farrands and Ingham
77.	**Declarations of Interest.** No interests were declared.
78.	**To approve the minutes of the Parish Council meeting held on the 22nd September 2026**. The minutes of the meeting were **APPROVED** and duly signed by the Chair as an accurate record of the meeting. **To approve the minutes of the meeting of the Finance Committee held on 8th October 2026.** The minutes of the meeting were **APPROVED** and duly signed by the Chair of the Finance Committee as an accurate record of the meeting.
79.	**Actions from previous minutes** • Mins 12.1 &12.2 - Use of Recreation Ground –Recreation and Burial Grounds Working Party to action. *Ongoing* • Min 17.2 - Access onto Recreation Ground from private properties. (Cllr Stapleton and the Clerk to review individual cases). *Ongoing* • Min 26.4 Burial Ground research to be reviewed (Clerk) *Underway.* • Min 27.1 Village Maintenance - Agenda for SLR Meeting to be drawn up (Cllr Stapleton and Clerk) *Ongoing* • Min 64 - Footpath Project. Appoint Contractor. *Completed* • Min 65.1 - Pavilion Lease. Arrange meeting. *Ongoing* • Min 69.1 - Speed Indicator Devices. Arrange purchase and installation. *Ongoing* • MIn 72 - Consultation. Respond on behalf of the Council (Cllr Orme and Clerk). • MIn 74 – Ditchling Gardens. Arrange asbestos survey (Clerk) T*o be discussed.*

	It was noted that some of these ongoing actions appear to be slipping due to other priorities and the process for actions agreed needs to be reviewed.
80.	**Clerk's report & Correspondence received.** The Clerk's report had been circulated with the agenda papers. 6.1 The People's National Emergency Film. Cllr Barna reported that a screening is being scheduled for the new year at the Old Meeting House. The Clerk will advise the resident. 6.2 Anniversary of the Battle of Mirbat. The Clerk was advised to refer this to the British Legion.
81.	**Local Government Reorganisation.** Cllr Mellor reported that the government have made a partial announcement that District Council elections will take place in 2027 for a term of 2 years. There will be no unitary elections in May 2027. An announcement regarding East Sussex has yet to be made but ESCC and LDC have indicated that they will consider a judicial review if the government proceed with plans for an expanded Brighton & Hove City Council.
82.	**Planning** The following Applications were discussed. 82.1 **SDNP/26/02899/FUL.** 30 Lewes Road. Demolition of existing dwelling. Erection of replacement dwelling, re-modelling of existing garage and new garden landscape features. This application was discussed and previous concerns regarding the adverse impact of the proposals on the views from the public right of way and the Beacon have not been resolved. It was **RESOLVED** to submit a comment of **OBJECTION** and the Clerk was asked to send the comments by email and to include photos provided. 82.2 **SDNP/26/03694/CND.** The Sty. Change of Condition 3 for SDNP/23/05134/FUL. This application is to increase the size of the Groundkeeper's store by 50% to include 2 changing rooms and extra storage for machines and equipment. Cllrs suggested that this should not be considered as a change of condition but as a new application for consideration due to the extreme changes to the plans approved by the Appeal Inspector. The applicant cites minimum standard sizes for changing rooms set by the Rugby Football Union, but it was noted that this is guidance only and not rules and the original plans did not include changing rooms at all. It was **RESOLVED** that if the Planning Officer deems that a change of condition can be considered rather than a full application, then the council **OBJECTS** due to the scale and style of development, visibility from the South Downs and impact upon the landscape. The proposed presence of a wood burning stove in the machine room where fuel would be stored was also questioned. 82.3 **SDNP/26/03381/DCOND.** Ditchling Rugby Club. Discharge of Conditions 9 (Car Park), 11 (Construction Management Plan), 16 (Archaeology) and 17 (Surface Water Drainage) relating to planning approval SDNP/23/05134/FUL (allowed at appeal, ref: APP/Y9507/W/25/3359693). It was noted that the Statutory Consultees had all submitted objections to the discharge of each of these conditions due to insufficient information. It was **RESOLVED** to submit a comment of **OBJECTION** for the reasons cited by the Highways Officer, Local Flood Authority, Landscape Officer and Archelogy Officer. 82.4 **SDNP/26/03809/HOUS.** 43 High Street. Erection of attached carport to garage (Retrospective)

	It was **RESOLVED** to submit a comment of **OBJECTION** in support of the Conservation Officer's comments offering alternative materials for the proposed zinc roof. 82.5 **SDNP/26/03819/HOUS.** 8 Common Lane. Erection of oak framed garage. it was noted that the Arboricultural Officer considers that Insufficient information has been provided to assess the potential impact of the proposed development on adjacent trees. It was therefore **RESOLVED** to submit an **OBJECTION** pending the Officer's request for additional information. 82.6 **LW/26/0433.** Annexe Berrymead. Proposed extension to the existing building to create 1no. Two-bedroom dwellinghouse (class C), creation of driveway and domestic curtilage. A discussion took place regarding the existing Lawful Development Certificate allowing the use of the upper floor for dwelling purposes. Cllr Rowling commented that under the most recent National Planning Policy Framework, lawful development does not include exterior changes. Cllr Rowling Proposed ***that the council submit a comment of Objection,*** Seconded Cllr Stapleton: 4 in favour, 1 against, 3 abstentions. It was **RESOLVED** to submit a comment of **OBJECTION.** 82.7 **SDNP/26/03794/TCA.** 2 The Twitten. T1 Maple Fell, T2 2 x Irish Yews, reduce tops by 2m. Whilst there was no objection to the works to the Yews, the Maple is considered an important feature to the streetscape. Any damage to the flint wall should be repairable. It was **RESOLVED** to submit a comment of **OBJECTION.**
83.	**Footpaths Project – Update on works.** It was reported that the surfacing works were now complete. The Clerk was asked to write a letter of thanks to the Monday Group for their support and fund-raising activities.
84.	**Finance** Referring to his notes following the Finance Committee meeting, Cllr Sansom reported that various scenarios were being explored with regard to the construction timings of the proposed crossings and their impact upon the level of reserves. A further Finance Committee will take place on 10th November where the members will discuss their recommendations for the 2027 2028 budget and precept for consideration at the next Full Council meeting. 84.1 **To approve schedule of payments for October 2026.** The schedule of payments for September, including four additional invoices received since the publication of the agenda, was **APPROVED.** 84.2 **To Receive Bank Reconciliations for August and September 2026.** The bank reconciliations have been circulated and were duly **NOTED.** 84.3 **To Consider contribution towards Village Christmas Lights.** As the council has not received any proposed designs for the Christmas Lights, it was suggested that the Clerk obtain further information. It was **RESOLVED** ***that if the designs are considered acceptable and all additional funds are raised, the Clerk in discussion with the Chair would be given delegated authority to agree the council's donation up to £500.00***

85.	**Recreation Ground and Burial Ground.** 85.1 **Pavilion Lease – update on lease negotiations.** Cllr Seddon has circulated notes of his communications with the Cricket Club regarding the lease. Invitations to tender have been made to 3 Architects and a draft lease document has been produced by the Cricket Club's representative for Cllr Seddon's comment. There remains some uncertainty about which group will be the named tenant and Cllr Rowling suggested that whilst this would be the Cricket Club, the final lease would need to enshrine the fact that the building can be used by the wider community. The matter of engagement of a solicitor was raised but it was generally agreed that a further meeting between the working group and the Cricket Club was needed to solidify the terms of agreement, with a view to providing a report to the full council prior to obtaining legal advice. It was **AGREED:** That a meeting be arranged. 85.2 **Burial Ground – To receive and consider recommendations from Cllr Rowling and the Project Officer regarding arrangements for ground penetrating survey, proposals for additional plots and review of burial ground fees.** Cllr Rowling briefly summarised the Project Officer's report which had been circulated earlier and questions were invited and answered. Councillors were asked to consider the recommendations contained in the report. Cllr Rowling Proposed ***that the eligibility for plots criteria be approved***, Seconded Cllr Orme, and **UNANIMOUSY APPROVED.** Cllr Rowling Proposed ***that the suggested fees be approved from 1st January 2027,*** Seconded Cllr Stapleton and **UNANIMOUSLY APPROVED.** Cllr Rowling Proposed ***to commission surveys as per quotation 3,*** Seconded Cllr Barna and **UNANIMOUSLY APPROVED.**
86.	**Traffic** 86.1 **To receive notes of Traffic Working Group meeting held on 29th September 2026 and any updates following the meeting.** Cllr Stapleton briefly summarised the working group notes and had circulated Wilbar's responses to his questions regarding whether additional safety measures can be included for the proposed crossings. He further reported on the financial impact of the crossings project being split over 2 years (estimated at 12% increase). A contingency, ESCC fees, contract management and construction inflation would also need to be considered. 87.1 **To consider quotation from Wilbar Associates to carry out a feasibility study for a village wide 20mph speed limit.** Following preliminary work carried out previously, Willbar Associates have provided a quotation of £910.00 plus VAT to carry out the feasibility. Cllr Rowling Proposed ***that the quotation be approved***, Seconded Cllr Barna and **UNANIMOUSLY APPROVED.**
87.	**Documents for Adoption** 87.1 **DPC Data Protection Policy.** The Data Protection was **ADOPTED.**
88.	**Documents for Annual Review** 88.1 DPC ICT Policy To be cross referenced with Data Protection Policy. 88.2 DPC Annual Review of Internal Controls. No changes required 88.3 DPC Financial Risk Assessment. No changes required 88.4 DPC Non-Financial Risk Assessment. No changes required 88.5 DPC Fixed Assets Register No changes required

89.	**Events** 89.1 Next meeting date – 24th November 2026 89.2 Public Exhibition 31st October 2026. The Clerk was asked to draw up a rota for councillors' attendance.
90.	***CONFIDENTIAL SESSION -*** *Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the following items on the grounds that the confidential matters to be discussed under item 140.1 below would be prejudicial in the public interest.* 90.1 Ditchling Gardens – Pre-application advice is still pending and a management asbestos survey will be commissioned.
	Actions taken forward. From previous meetings; • Min 17.2 - Access onto Recreation Ground from private properties. (Cllr Stapleton and the Clerk to review individual cases). *Ongoing* • Min 26.4 Burial Ground research to be reviewed (Clerk) *Underway.* • Min 27.1 Village Maintenance - Agenda for SLR Meeting to be drawn up (Cllr Stapleton and Clerk) *Ongoing* • Min 69.1 - Speed Indicator Devices. Arrange purchase and installation. *Ongoing* From this meeting • Min 83 – Letter to Monday Group (Clerk) • Min 85.1 - To arrange meeting (Clerk) • Min 85.2 - To commission ground penetrating surveys (Project Officer) • Min 89.2 - To draw up rota (Clerk) • Min 90.1 - To commission asbestos survey (Clerk)

The meeting closed at 8.50pm