

MINUTES OF THE SOUTH HEIGHTON PARISH COUNCIL MEETING
HELD ON TUESDAY 14th January 2020 at 7.00 p.m.

AT THE VILLAGE HALL, HEIGHTON ROAD, SOUTH HEIGHTON

Present: Councillors: P Julian (Chair), A Turner (Vice Chair), D Gravenor, G Hazell, S Hitchcock and D Twaits
In Attendance: S Mills (Parish Clerk)

- SHPC 20-001 1. Public Participation**
There were no members of the public present.
- SHPC 20-002 2. Apologies**
Apologies were received from Cllr Lo Fan Hin and District Councillors Emily O'Brien, Johnny Denis and Macleod.
- 20-003 3. Declarations of Interest**
None declared.
- SHPC 20-004 4. Minutes**
- 4.1. To Approve and sign the minutes of the meeting on 26th November 2019**
The Minutes of the meeting held on 26th November 2019, circulated prior to the meeting, were **AGREED** and signed by the Chairman as a true record.
- 4.2. Matters Arising (not covered below)**
None to note.
- SHPC 20-005 5. Chairman's Announcements**
The Chairman made the following announcements:
- The Chair thanked Councillors for their help with the erection and removal of the Christmas Tree and to John Klassen who kindly sorted out the electrics on the tree.
 - The annual Parish Council Christmas Carols event took place on 4th December. More than eighty people attended and the evening was warmly received with many requests from residents for the event to run next year. The Chair expressed the thanks of the Council to Ivor Lawrence for his assistance on the evening and to Cllrs Hazell and Lo Fan Hin for providing refreshments. The Chair proposed to donate £20 from the Chairman's Allowance to the Down Syndrome Society, the chosen charity of the Santa who attended. It was **RESOLVED** to approve the donation of £20 to the Down Syndrome Society to be deducted from the Chairman's Allowance.
- SHPC 20-006 6. Parish/District/County Councillor Reports**
The following reports were made:
- Cllr Turner has invoices for the new fingerpost near the Hollow which he will submit once it is in-situ. Lewes District Council have finally put up a new Brands Close Sign and a dead-end sign. The Chair thanked Cllr Turner for the time he has spent progressing this to a successful conclusion.
 - Cllr Hazell is attending the South Heighton Village Hall Management Committee Meeting next week and will enquire about the upcoming summer fete.
 - District Councillor O'Brien provided a written update. LDC have been dealing with flooding over the Christmas period, mainly in Denton but which may have affected South Heighton residents. This was dealt with in liaison with the Highways Agency and Southern Water.
 - District Councillor Macleod provided a written update. Some individuals who have been living in a van in South Heighton are now in temporary accommodation. Cllr Macleod has been conversing with the Guinness Trust regarding litter behind the houses on Iveagh Crescent and has written an objection to the Greenacres planning application.
 - District Councillor Denis provided a written update. The District Council is about to put their new corporate plan out for consultation and Cllr Denis will ensure that South Heighton Parish Council receives a copy. There are some spare dog fouling signs available should they be needed around the Parish. Please let one of the District Councillors know if there are any issues that they can assist with or follow-up on behalf of the Parish Council.

SHPC 7. The Hollow

20-007 7.1. Hollow Bookings

No booking requests have been received since the last meeting.

7.2. Monthly Play Inspection

Councillors reviewed the following issues reported in the latest play inspection:

- Wooden play bridge loose screws – Councillors will revamp the play bridge by tightening all screws and re-painting once the weather warms up.
- Leaves on the ground – The Chair will visit with the leaf blower towards Spring once the ground has dried out.
- Wooden Hopscotch eroding – the ground around the wooden hopscotch is partially submerged in water; Councillors will review the hopscotch for repair/replacement/removal in the spring and will monitor for further erosion in the interim.
- Playhouse pole stolen – as agreed in the previous meeting, the Parish Council will look for sponsorship to replace and alternative materials for the pole to make it less attractive to metal thieves.
- Playhouse graffiti – Councillors will sand the graffiti off once the weather warms up.
- Roundabout handle loose – this is a low risk currently, Councillors will monitor for further deterioration.
- See Saw cracked – The Council is aware of this and awaiting repair by Playsafe.
- Outdoor Gym Abs Bench small piece of plastic has broken off the corner – Councillors will file down the sharp corner.
- Tree stump in outdoor gym area – Tree stump will be made more visible or removed in the spring.

7.3. Tree Work

The Tree Surgeon for Glynde Estates, Colin Corkhill of Tilhill Forestry, has submitted a planning application to pollard/fell several trees around the play area. The Clerk is arranging a meeting with Mr Corkhill and the Chair to review the trees and final costings and to discuss the issue of ash dieback.

Members **NOTED** the update.

SHPC 8. Annual Review of Council Policies, Procedures and Licences

20-008 Members received an update from the Clerk regarding the Council's Policies and Procedures. It was **RESOLVED** for the Clerk to undertake an exercise to review and condense the policies where possible to be presented to Councillors in the April meeting and to be adopted in the Annual Council Meeting in May.

Members discussed the annual licence fee review for the lease of the Hollow recreation ground by Denton and South Heighton Junior Football Club and agreed a list of items for review.

It was **RESOLVED** for Cllr Gravenor to take on the role of Lead Member, and Cllr Hitchcock as Substitute Member, for DaSHJFC to ensure the continued smooth relations between the Club and to progress the items raised for review. The Clerk will advise DaSHJFC of the new Parish Council liaison roles.

SHPC 9. Village Green Project

20-009 Cllr Turner updated Members that he now has a plaque to put on the planters donated by Paradise Park. The Clerk is liaising with Paradise Park to arrange a date in the Spring for donation publicity photos. The Clerk updated Members that she had successfully applied for a National Lottery Awards-For-All Grant of £640 to purchase some large trough planters, plants and herbs for a community planting event. The Chair thanked the Clerk for submitting the grant application. Members **NOTED** the update and **RESOLVED** for the Clerk to purchase the planters and associated plants as detailed in the grant application.

SHPC 10. Unregistered Footpaths and Byways Project

20-010 Members received an update from Cllr Gravenor. A local resident contacted Cllr Gravenor to advise that they have 2 old maps which might show rights of way. Cllr Gravenor will be visiting The Keep to arrange to view historic minutes and maps which may give evidence of further rights of way.

Members **NOTED** the update.

- SHPC 20-011 11. Hampden Arms Community Asset Project**
Cllr Turner now has the full complement of signatures to enable the Community Asset Registration Form to be submitted.
It was **RESOLVED** for the Clerk to submit the form on behalf of the Council.
- SHPC 20-012 12. Village Defibrillator**
Cllr Hitchcock met with Tessa Pickstock of the Hampden Arms who confirmed that the external housing for the defibrillator has now arrived. Ms Pickstock is meeting with the brewery on 22nd January to confirm where the defibrillator will be placed which will be done as soon as possible. The Chairman thanked Cllr Hitchcock for progressing.
Members **NOTED** the update.
- SHPC 20-013 13. Annual Parish Meeting**
It was **RESOLVED** that the Annual Council Meeting shall take place on Wednesday 20th May 2020 and the Annual Parish Meeting shall take place on Thursday 21st May 2020. The Clerk will check availability of Denton Hall on these dates. The Clerk shall invite the following presenters:
Sussex Police Chief Constable Giles York
Maria Caulfield MP
East Sussex Fire and Rescue Service
Neighbourhood First
The PCSO for South Highton Jules Nicholson
- SHPC 20-014 14. Planning**
- 14.1. New Planning Applications**
Members considered the following new planning applications:
- 14.1.1. LW/20/0002 (Lewes District Council) | New Building for storage of segregated waste materials | Titan Maritime UK Ltd New Road Industrial Area Newhaven East Sussex BN9 0HE**
This is the District Council submission of application LW///839/CM, the same comments provided for both applications.
- 14.1.2. LW/839/CM (East Sussex County Council) | New building for storage of segregated waste materials | Greenacre Recycling Ltd, New Road Industrial Area, Newhaven, BN9 0HE**
It was **RESOLVED** to object to the application on the grounds of the position of the building over the sewer as highlighted by the Environment Agency and increased traffic, noise and pollution.
- 14.1.3. LW/19/0905 (Lewes District Council) | The construction of a 15 metre long by 1.8m high reinforced concrete flood defence wall | Units 1 And 2 North Industrial Estate New Road Industrial Area Newhaven East Sussex BN9 0HE**
Members reviewed the application and associated documents.
It was **RESOLVED** to present no objection to this application.
- 14.1.4. TW/19/0105/TCA (Lewes District Council) | Multiple works to fell and pollard trees| Recreation Ground The Hollow South Highton East Sussex**
Members noted the application.
It was **RESOLVED** to present no objection.
- 14.2. Planning Decisions**
Members noted the following planning decisions received since the last meeting:
- 14.2.1. SDNP/19/05849/APNB (South Downs National Park Authority) | Erection of a building for the storage of silage | Norton Farm Farm Lane Norton East Sussex BN25 2UW**
Parish Council Comment: No Comment. **New Status:** Raise No Objection.
- 14.3. Neighbourhood Plan**
Cllr Hitchcock updated Members that the effort and costs of putting together a Neighbourhood Plan must be weighed against the benefits such as greater CIL funding.
It was **RESOLVED** that Cllr Hitchcock and Twaits will investigate costs against benefit for the Council with assistance from the Clerk.

SHPC 15. Finance**20-015 15.1. Precept 2020/2021**

The Clerk updated Members that the precept was requested on schedule by 10th January 2020 and, due to the abolition of the grant, the increase amount requested was 5%.

15.2. Payments since last meeting

The Council reviewed the list of payments to be paid this month as detailed below:

Payee	Product/Service	Amount
Mrs S Mills	Parish Clerk Salary for December 2019 - ratification of payment made by standing order	£335.11
Mrs S Mills	Parish Clerk Salary for January 2020	£335.11
Mrs G Hazell	Reimbursement for purchase of Christmas Tree	£130.00
Mr P Julian	Reimbursement for petrol for PC leaf blower	£19.98
Lewes District Council	Monthly Play Inspection for January 2020	£18.00
Lewes District Council	Dog Bin Emptying 01/01/2020-31/03/2020	£280.80
Glynde Estates	Hollow rent from 24/12/2019 - 23/06/2020	£135.00
JRB Enterprise Ltd	Dog bags refill for Village Green dispenser	£39.30
Tansleys Printers	Autumn 2019 Newsletter printing	£130.00
GeoXphere Ltd	Parish Online Annual Subscription	£42.00
MIW Water Cooler Experts	Sanitisation and repair of water drinking fountain at the Hollow	£213.60
Total:		£1,678.90

It was **RESOLVED** to approve payments totalling £1,678.90. Cllrs Turner and Hazell signed the cheques apart from the cheque to Cllr Hazell which was signed by Cllr Julian.

SHPC 16. Consultations/Meetings/Activities

20-016 No new consultations or meeting requests have been received since the last meeting.

SHPC 17. Date and location of next Council Meeting

20-017 It was **NOTED** that the next meeting would be an Ordinary Meeting of the Council on Tuesday 25th February 2020 at 7.00 p.m. at the South Heighton Village Hall, Heighton Road.

SHPC 20-018 The meeting ended at 20.55

Signed:

Date:

Print Name: Cllr Paul Julian - Chairman South Heighton Parish Council