

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

Present: Councillors P Julian (Chairman), G Hazell, S Hitchcock and S Lo Fan Hin.
Absent: Councillors D Gravenor, A Turner, D Twaits.
In Attendance: S Mills (Parish Clerk), District Cllr E O'Brien and M Caulfield (MP).

SHPC 20-051 1. Public Participation

There were no members of the public present.

SHPC 20-052 2. Apologies

Apologies were received, and the reason for absence noted, from Cllr Turner.

SHPC 20-053 3. Declarations of Interest

There were no declarations of interest to note.

SHPC 20-054 4. Minutes

The Minutes of the meeting held on 16th June 2020, circulated prior to the meeting, were **AGREED** and signed by the Chairman as a true record.

SHPC 20-055 5. Chairman's Announcements

The Chairman welcomed everybody to the meeting and made the following announcements:

- On 3rd July Cllrs Julian, Hazell, Hitchcock and Turner spent the morning at the Hollow play area cleaning and disinfecting all play equipment and cutting back brambles ready for the re-opening on 4th July. The Chairman thanked Cllrs for their time and effort.
- The Chairman would like to thank Tim Cogden for collecting the wood for the fence at the Hollow that was damaged by a tree falling onto it and to Cllrs Hitchcock and Turner for repairing the fences.
- East Sussex County Council contacted the Parish Council this afternoon regarding the possibility of purchasing some land that was purchased under Section 106 funding for screening of the Newhaven Energy Recovery Facility. The item is not on the agenda so no decisions can be made at this meeting but the Chairman raised the issue for the attention of Councillors. The Chairman will speak with ESCC to obtain further information to be distributed to Councillors.

SHPC 20-056 6. District/County Councillor/MP Reports

The following reports were made:

- Maria Caulfield MP gave an update regarding the Covid-19 situation - restrictions are being lifted nationally, locally the area hasn't been hit too badly with 1530 Cases across East Sussex, 368 being in the Lewes District and work has been going on locally to help residents and businesses to get back to some sort of normality as safely as possible. The proposals submitted by the East Sussex Fire and Rescue Service received a strong response across the district and the fire authority has decided to look again at the proposals in September. Ms Caulfield receives many complaints regarding the C7 road and is meeting regularly with the leader of East Sussex County Council and urges residents with complaints to get in touch with her so that she can provide their feedback. Ms Caulfield will chase up the plans the County Council had previously for a ring road and making improvements. The library in Newhaven has re-opened. If anybody has issues they would like Ms Caulfield to follow up on, please let her know.
- District Cllr Emily O'Brien provided an update from Lewes District Council. The local focus is on post Covid-19 recovery with a Recovery Summit taking place this week in addition to ensuring the safe re-opening of shops and adequate signage, distancing and support. The Council is consulting on their climate change strategy with a focus on green infrastructure jobs. Cllr O'Brien spoke with Glynde Estates regarding the bridleway behind Glynde Close and overhanging trees; Glynde Estates have said they will review this in the Autumn. Regarding the Parish Council's request for mobile cameras to catch fly-tipping at the Hollow, the mobile camera project has been on-hold due to Covid-19 and certain aspects need to be reviewed surrounding data protection and working with the police but the Hollow is logged as an area for potential future mobile camera use once the project is active. As part of the recovery efforts,

the District Council wants to ensure that Community Infrastructure Levy money is accessible for local CIL projects.

- Cllr Julian raised the issue of vehicles being left on the road at the Hollow for months on end which is leading to the flood drains getting blocked. Cllr O'Brien will look into the individual cars being left to see if the owners can be approached. Ms Caulfield proposed a local discussion regarding some kind of parking restriction. The Chairman confirmed that ESCC have previously said they would not put any parking restrictions at the Hollow; Ms Caulfield is happy to revisit with the County Council once Cllr O'Brien has approached the individual car owners.
- The Clerk distributed a written update from District Cllr Macleod regarding the A26 junction with Avis Road petition. Many residents feel this road is too dangerous for pedestrians and road users and that traffic safety measures are urgently needed to save lives. Cllr Macleod has spoken with A1+ working on behalf of the Highways Agency who plan to visit the junction week commencing 20th or 27th July to do a safety review of the stretch of road and to review measures that can be taken. They did admit that should any substantial safety steps have to be taken then this would take some time and we won't see any instant changes other than potential cutting back of vegetation. A1+ will send a written report to Cllr Macleod after the site visit who will share it with the Parish Council.

SHPC 20-057 7. Planning Applications

Councillors considered the following application:

SDNP/20/02460/NMA | Change approved roof sections from slate tiles to clay tiles (SDNP/19/00917/FUL) | Garden House Norton Road Norton East Sussex BN25 2UN
It was **RESOLVED** to present no objection to the application.

SHPC 20-058 8. Village Defibrillator

Members received an update from the Chairman confirming that the cabinet was installed on 3rd July but still has no defibrillator present. The Clerk will progress with the assistance of Cllr O'Brien and will update at the next meeting.
Members **NOTED** the update.

SHPC 20-059 9. The Hollow

9.1. Covid-19 Play Area Update

The play area opened on 4th July 2020. Lewes District Council provided temporary signage following the pre-opening risk assessment and more permanent signage will be put in place within the next 2 weeks. The water fountain will remain switched off for the foreseeable future.
Members **NOTED** the update.

9.2. Monthly Play Inspection

Members reviewed the latest play inspection report. Cllr Hitchcock reported that he has bolted the multi-seat bouncer back into the ground. All other issues will be progressed outside of the meeting.
Members **NOTED** the update.

9.3. Tree Work

The Chairman updated Members that a tree blew down at the Hollow which broke some railings and blocked vehicle access to the gate. The trees were removed and the broken fence rails have been repaired.
Members **NOTED** the update.

9.4. Fly-Tipping

The Chairman updated that there was another fly-tip at the Hollow this morning which was reported to Neighbourhood First who picked it up straight away. The Chairman has thanked Neighbourhood First for acting so promptly regarding the frequent fly-tipping at the Hollow.
Members **NOTED** the update.

SHPC 20-060 10. Grass Cutting

The Chairman updated Members that he and the Clerk had a virtual meeting with Ideverde who hold the grass cutting contract. The grass cutting contract will benefit from a 50% reduction this year due to the reduced cutting schedule during Covid-19. The bank at Hill Triangle by the bridleway will be removed from the cutting schedule and will be planted with meadow seeds early next spring.
Members **NOTED** the update.

SHPC 20-061 **11. Accidents at the junction of the A26 and Avis Road**
In the absence of Cllr Twaits, it was **RESOLVED** to defer this item until the next meeting.

SHPC 20-062 **12. South Heighton Tunnels**
Cllr Hazell gave an update on the South Heighton Tunnels. Over the last 2 years, the tunnels have been broken into several times and Cllr Hazell keeps in touch with the owners regarding this. The owners put a new lock on the door last year but during the past few months the door has been broken into again; the police were called and the individuals were cautioned. The brickwork has been hammered away around the door to gain entry. Metal sheeting has now been added as a deterrent. The owners have asked if the Parish Council would like to take ownership of the tunnels.
After some discussion, it was **RESOLVED** that the Parish Council is not in a position to take over ownership; the Clerk will liaise with the owners and will pass on the details of Newhaven Museum and Newhaven Town Council who may be in a position to progress ownership.

SHPC 20-063 **13. Finance**
13.1. 2020-2021 Q1 Financial Update
In the absence of the latest bank statements, this item will be deferred to the next meeting.

13.2. Budget Review
Members reviewed the spend-to-date against budget and forecasted spend to the end of the year. Members discussed future ways to save money including online Councillor training, asking the village hall to contribute towards the cutting of the village hall bank and doing a combination of virtual and face-to-face meetings going forwards.
Members **RESOLVED** to approve the budget as it stands with no amendments but to take the above recommendations into account when approving spend within the budget categories.

13.3. Payments since last meeting
The Council reviewed the list of payments to be paid for July 2020 and payments to be ratified since the last meeting as detailed below:

Payee	Product/Service	Amount
Mrs S Mills	Clerk salary payment for July 2020	£335.11
Mrs S Mills	Parish Clerk Expenses (office allowance for 1 quarter from 01/05/20 - 31/07/20 plus mobile phone for July, stamps and envelopes)	£34.01
East Sussex County Council	Maintenance (£600) and supply of electricity (£920.82) for 24 street lights from 1st April 2019 to 31st March 2020.	£1,824.98
Glynde Estates	Hollow rent 24/06/20 - 31/12/20	£135.00
T J Cogdon	Supply and delivery of 3 fence rails	£17.64
Southern Tree Works	Tree works at the Hollow	£680.00
Mrs S Mills	Reimbursement for 1 month of Zoom subscription (£14.39 cost shared 50% with Glynde and Beddingham Parish Council)	£7.19
Total:		£3,033.93

It was **RESOLVED** to approve payments totalling £3,033.93 and to authorise Cllrs Julian and Hazell to sign the cheques.

SHPC 20-064 **14. Parish Councillor Update and items for future agendas**

- Cllr Hitchcock updated that he will fix the newly broken rail at the Hollow and requested for the Parish Plan to be added to the next agenda and a review of street lighting for a future agenda.
- Cllr Hazell requested for the Christmas event and tree to be added to the next agenda.
- Cllr Julian requested for the newsletter to be added to the next agenda.

SHPC 20-065 **15. Date and location of next Council Meeting**
It was **NOTED** that the next Ordinary Meeting of the Council is on Tuesday 15th September 2020 at 7.00 p.m. The venue or virtual meeting details will be confirmed nearer the time dependent on Government advice.

The meeting ended at 8pm

Signed:

Date:

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