

**MINUTES OF THE VIRTUAL SOUTH HEIGHTON PARISH COUNCIL MEETING
HELD ON TUESDAY 24th November 2020 at 7.00 p.m.**

Present: Councillors P Julian (Chairman), D Gravenor, G Hazell, S Hitchcock, S Lo Fan Hin, A Turner, D Twaits.

Absent: None

In Attendance: S Mills (Parish Clerk), District Councillor O'Brien

SHPC 20-098 1. Public Participation

There was 1 member of the public present.

The Chairman commenced the meeting by asking everybody to observe a minute's silence in memory of the 2 fisherman, Adam Harper and Robert Morley, who were sadly lost at sea when the Joanna C capsized off the coast of Newhaven on the morning of 21st November.

SHPC 20-099 2. Apologies

There were no apologies to note.

SHPC 20-100 3. Declarations of Interest

Cllr Gravenor declared an interest in item 9 as the applicant is closely related to him. It was **RESOLVED** that Cllr Gravenor will not take part in any discussions or decisions regarding agenda item 9.

SHPC 20-101 4. Minutes

The Minutes of the meeting held on 20th October 2020, circulated prior to the meeting, were **AGREED** and signed by the Chairman as a true record.

SHPC 20-102 5. Chairman's Announcements

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

- Thank you to all Councillors for their hard work over the past year, particularly throughout the challenging covid-19 restrictions.
- Congratulations to the Clerk for another positive audit result from the external auditors PKF Littlejohn and for her hard work throughout the year.
- Thank you to Cllr Turner for his support as Vice Chair over the last 12 months.
- The Christmas Tree is up on the Village Green.

SHPC 20-103 6. District/County Councillor/MP Reports

- District Councillor Emily O'Brien updated the Council regarding the latest full District Council meeting on the 23rd November and confirmed the District Council's response to the Government White Paper on planning reform is now in the public domain. The District Council passed a motion to continue to lobby Government about their concerns over the proposed planning reforms and local authority enforcement powers.

SHPC 20-104 7. Planning Applications

Councillors noted an update on the following planning applications:

- LW/20/0659 | Demolition of existing double garage and erection of 1x two-bedroom dwelling with associated landscaping, off road car parking and cycle parking | Land To The Rear Of 6-12 Tarring Close South Heighton East Sussex – No Decision Made
- LW/20/0463 | Single storey rear extension | 7 South View Terrace Heighton Road South Heighton East Sussex BN9 0JL – Approved

Members **NOTED** the update.

SHPC 20-105 8. The Hollow

8.1. Recreation Ground and Play Area update

The Clerk is waiting for the play contractor to confirm a date to install the play bouncer. The water fountain has been attended several times but is still not fixed. The Clerk will progress with the manufacturer and the water fountain will remain off for the winter period. Members **NOTED** the update.

8.2. Monthly Play Inspection

No new issues. All existing issues are in progress or awaiting finer weather in the spring to resolve.

Members **NOTED** the update.

SHPC 20-106 9. Hollow Coffee Hut Application

Ms Hopcraft gave an overview of an application to site a temporary mobile coffee hut at the Hollow and answered Councillor's queries.

It was **RESOLVED** to approve the application on the basis of a 1 year trial licence. Full terms and conditions and licence fee to be brought before the Council for consideration in the new year.

SHPC 20-107 10. Denton and South Heighton Junior Football Club Licence

Cllr Gravenor updated that meetings have not been able to take place due to the current restrictions, this item will be deferred to the next meeting. The Clerk reminded Members that, under the terms of the current licence, the club need to be invoiced before March 2021. Members **NOTED** the update.

SHPC 20-108 11. Newsletter

The Clerk presented the draft newsletter for approval.

It was **RESOLVED** to approve the newsletter as presented and to print 500 glossy tri-fold copies at a cost of £130. The Chairman thanked the Clerk for her hard work in producing the newsletter.

SHPC 20-109 12. Finance

12.1. Precept Update

The Clerk updated Members that the tax base calculator issued by the District Council has not yet been received but should be with Councils in early December. The Parish Council will confirm their precept level at the next meeting and the Clerk presented Members with the latest budget, spend-to-date, forecast to the end of the financial year and precept increase comparison table for review before the next meeting.

Members **NOTED** the update.

12.2. Payments since last meeting

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

Payee	Product/Service	Amount
Mrs S Mills	Clerk salary payment for November 2020	£335.11
Mrs S Mills	Clerk expenses: Reimbursement for following shared 50/50 with Glynde & Beddingham Parish Council: Zoom subscription for November £7.19; Mobile phone for November £3.	£10.19
B Price Roofing	Roofing of play hut in Hollow play area	£180.00
PKF Littlejohn	Limited assurance review of Annual Governance and Accountability Return for year ended 31/03/20	£360.00
Lewes District Council	Monthly Play Inspection for December 2020	£18.00
SLCC Enterprises Ltd	Virtual National Conference attendance for Clerk	£30.00
MIW Water Cooler Experts	Call-out charge and sanitisation of water drinking fountain	£177.60
Total:		£1,110.90

It was **RESOLVED** to approve payments totalling £1,110.90 and to authorise Cllrs Julian and Hazell to sign the cheques.

SHPC 20-110 13. Consultations/Meetings

Members considered the following:

13.1. Standards Matter 2: Public Consultation and Public Sector Surveys

It was **RESOLVED** for all Members to respond to the consultation individually by the deadline of 4th December 2020.

13.2. Lewes Local Plan Briefing for Parish Councillors

It was **RESOLVED** for Cllrs Julian and Twaits to attend the briefing.

SHPC 20-111 14. Parish Councillor Update and items for future agendas

- Cllr Gravenor:
 - Updated Members regarding routes under discussion as part of the upcoming change in rights of way legislation in 2026. There are 49,000 miles of unclaimed footpaths in England that have not been claimed, 570 miles of these in East Sussex. Routes put forward by residents of the Parish are being investigated.
 - Visited the Keep and obtained Parish Council documentation and minutes going back to the 1890's which he will digitise for the Council and will liaise with the Clerk re making this available on the Parish Council website.
- Cllr Hazell:
 - New Christmas Tree lights have been purchased as the old set were broken.

SHPC 20-112 15. Date and location of next Council Meeting

It was **NOTED** that the next Virtual Ordinary Meeting of the Council will be on Tuesday 12th January 2021 at 7.00 p.m.

The meeting ended at 8.05pm

Signed:

Date:

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