

Hamsey Parish Council

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Mrs N. Kinch, Clerk to Hamsey Parish Council
Beechwood Hall & Rural Park, Beechwood Lane, Cooksbridge, BN7 3QG, East Sussex
Tel: 07928405071 Email: clerk@hamsey.net

Members of the **HAMSEY PARISH COUNCIL** are required to attend the **meeting** of the Council to be held on **Thursday 9th July 2020 at 7.15pm on the Platform Google Meet.**

Up to fifteen minutes only, are available at the start of the meeting for members of the public to have their correspondence addressed relating to a specific item on the agenda.

Should any member of the public wish to have the Council address any issue on the agenda then they may email the Parish Clerk directly on clerk@hamsey.net before 6pm on Wednesday 8th July 2020.

Any members of the public wishing to receive an invite to watch the view only live stream of the meeting can email the Parish Clerk on the above email also by 6pm on Wednesday 8th July 2020.

Please note the viewer must have a Google Account to view the meeting.

This meeting may be recorded for the purpose of minute taking.

1. Apologies for absence

2. To consider co-opting to fill a vacancy on the council

3. Questions from the public

4. Declaration of interest from any Councillor regarding any item on the agenda

5. Minutes from the virtual meeting held on Thursday 14th May 2020 to be agreed and signed as a true record

6. Update on any matters arising from last meeting (not covered elsewhere on the agenda) to note actions taken and note any further action:

7. Financial matters

a) To approve payment of invoices as detailed (including v.a.t)

*Cheque No. 300410 KPS Malthouse Park Grass Cuts £15.60

*Cheque No. 300411 Cllr d'Arienzo Dog bin bags £118.90

*Cheque No. 300412 Zurich Municipal Insurance £1,917.45

*Cheque No. 300413 Clerks Salary/Expenses for May 2020

*Cheque No. 300414 LDC Emptying of Dog Bin at B/H £93.60

*Cheque No. 300415 S.R. Brentnall Internal Audit £175.00

*Cheque No. 300416 KPS Contractors Ltd Malthouse Park Grass Cuts x 2 £31.20

*Cheque No. 300417 Clerk Salary/ Expenses

*Cheque No. 300418 New Generation Energy – Part payment towards 1st invoice for Wind turbine repairs £100

b) To note the Council's current financial situation

Unity Trust statement £35,518.65 *less cheques not yet drawn, as of 1st June 2020
Co-Op Account: £5,923.33

- c) To consider the findings of the internal audit review 2019/2020
- d) To approve the Annual Governance Statement
- e) To consider the Accounting Statements and to approve the Accounting Statements
- f) To ensure the Accounting Statements are signed and dated by the chair
- g) To consider the grant request for mowing Hamsey Churchyard – of £550
- h) To consider the grant request for The Afternoon club of £200
- i) To consider membership of CPRE for a further year - £36 p/a

8. a) Planning matters - to receive any report from the planning committee: Chair, Cllr Baughan and Cllr Ginn

b) Planning matters - to note any decisions by LDC or SDNP

SDNP/20/01245/NMA | Eaves detail amended to conceal guttering with cladding to run vertically instead of horizontally. | Old Line Cottage Ivor's Lane Hamsey BN8 5TY – decision approved

LW/20/0304/CD | Discharge of Condition 4 of application LW/14/0712, resubmission of previous DoC LW/19/0732/CD with proposed change to materials used. | Unit 1 Knights Court South Road South Common South Chailey East Sussex BN8 4QF - *Approved*

LW/20/0305/CD | Discharge of condition 5 (materials) in relation to Approval LW/17/0030 - (variation of materials previously approved under LW/19/0731/CD) | Knights Court South Road South Common South Chailey East Sussex- *Approved*

LW/20/0314 | Variation of Condition 31 of application LW/17/0030 to change the wording to allow for the occupancy of no more than 5 dwellings before road structure works have been completed. | Knights Court South Road South Common South Chailey East Sussex

LW/20/0315 | Variation of Condition 20 of application LW/14/0712 to change the wording to allow for no more than 50% or 24 units being occupied before the development is complete | Former Hamsey Brickworks South Road South Common South Chailey East Sussex

LW/19/0874 Hewen Street Farm South Road South Common - Conversion of agricultural buildings to 5 smaller dwellings – HPC have no comment – Approved

LW/20/0221 Conversion of agricultural buildings to residential dwellings (application in relation of LW/19/0874 Hewen Street Farm South Road South Common South Chailey East Sussex BN8 4QD – *Approved*

LW/20/0373 | Temporary variation of Condition 22 (Construction and Demolition Hours) relating to approval (LW/14/0712) | Former Hamsey Brickworks South Road South Common South Chailey East Sussex- *Hamsey Parish Council have objected*

9. Any report from Beechwood Hall Management Committee: Cllr d'Arienzo and Cllr McBrown

Update regarding wind turbine
Electrics
Future projects
Working Group
Grants
Update on virtual meeting held 15.06.20 -

10. To note correspondence received since the last meeting and any action required

- * Correspondence received regarding concerns of Environmental Damage – dated 24.05.20
- * Correspondence received regarding the possibility of a path from Bevernbridge to resting Oak Hill- dated 19.06.20
- * Follow on correspondence received regarding concerns of Environmental Damage dated 26.06.20
- * Follow up correspondence received regarding a property in Offham regarding planning permission - received 27.06.20
- * Correspondence received regarding planning permission of a property in Offham – received 28.06.20
- * Correspondence received regarding Environmental impacts and the Neighbourhood Plan- 01.07.20
- * Correspondence received regarding concerns of extension to construction and demolition Hours at Bevernbridge – received 01.07.20
- * Follow on correspondence received regarding Planning Permission on a property in Offham – received 01.07.20
- * Follow on correspondence received regarding Planning Permission on a property in Offham – received 01.07.20
- * Follow on correspondence regarding reply to Council – received 01.07.20

11. To receive any reports from meetings attended by Councillors or Clerk

- Clerk attended SLCC's Sussex Branch AGM remote meeting 28.05.20
- Lewes District Association of Local Councils AGM held virtually on 08.06.20 – attended by Parish Clerk
- SDNPA Planning Committee Consultations – virtual meeting held 11.06.20
- Meeting with Icenii held 26.06.20 – attended by the Chair and Cllr Baughan
- SLCC's Sussex Branch remote meeting 09.07.20 -

12. To consider risk assessment

13. Agriculture/ Farming – Cllr Harmer

14. Trees/ Rights of Way – Cllr Harmer

15. Highway and Traffic issues – Cllr Baughan

16. Parking issues- Cllr Kelly and Chair

17. To consider and Rail and Bus issues – Cllr Baughan and Cllr Ginn

b) Update on Bus Noticeboard – Cllr Kelly

18. Police/ Neighbourhood Watch issues

19. Environment – Chair and Cllr Baughan

20. To discuss general improvements to the Parish – Cllr Kelly

21. To approve updated standing orders, financial regulations – Parish Clerk

- 22. To consider the impact of the Coronavirus pandemic-** Cllr d'Arienzo and Cllr Baughan
- 23. To consider GDPR requirements and website accessibility regulations 2020 –** Cllr d'Arienzo and Cllr Kelly
- 24. Items for noting or on a future agenda:**
- 25. Future meeting dates for 2020 –** September 10th & November 12th

Signed..... Dated..... Mrs N Kinch – Hamsey Parish Clerk.

Agenda Item 10 relevant to any correspondence received

- 06.05.20 Public Sector Executive – emailed to all
- 07.05.20 SDNPA May 2020 Newsletter – emailed to all
- 07.05.20 CPRE Sussex – emailed to all
- 07.05.20 Rural Services Network – Rural Funding – emailed to all
- 07.05.20 NALC Report on Elections – emailed to all
- 07.05.20 ALC Bulletin
- 07.05.20 NALC Chief Executive Bulletin – emailed to all
- 07.05.20 Community Hubs Update – emailed to Chair
- 09.05.20 CPRE Campaigns Letter – emailed to Chair
- 09.05.20 Neighbourhood Alert Safe Spaces – emailed to all
- 10.05.20 LDC Live Q's and Answers – emailed to all
- 11.05.20 Neighbourhood Alert Email Scam Reporting – emailed to all
- 11.05.20 Waste and Minerals Local Plan Revised Policies Document – emailed to all
- 11.05.20 Kompan Quick Supply Only Offer
- 11.05.20 PSE Boost for Cyclists and Pedestrians- emailed to all
- 11.05.20 HMRC Coronavirus Job Retention Scheme
- 11.05.20 LDC Financial Impact on Council from Covid -19 – emailed to all
- 11.05.20 LDC First Virtual Council Meeting – emailed to all
- 12.05.20 Rural Services Network Bulletin – emailed to all
- 12.05.20 NALC – Update on Coronavirus Guidelines – emailed to all
- 12.05.20 Kompan Update on Services
- 13.05.20 NALC Research on Dementia – emailed to Chair
- 13.05.20 Correspondence RE Train Article – emailed to Chair, Cllr Baughan & Cllr Ginn
- 13.05.20 PSE Homeowners Market to Restart – emailed to all
- 14.05.20 LDC – Letter of thanks from the leaders
- 14.05.20 NALC latest newsletter- emailed to all
- 15.05.20 LDC latest on Covid – emailed to all
- 15.05.20 LDC Caddy waste free bags – emailed to all
- 15.05.20 PSE Building Economic Resilience – emailed to all
- 15.05.20 Chief Executive Bulletin – emailed to all
- 17.05.20 LDC Q&A Social Media – sent to chair
- 18.05.20 SSALC Legionella Control – emailed to all
- 18.05.20 PSE latest newsletter – emailed to all
- 19.05.20 Rural Bulletin – emailed to Chair and Cllr Harmer
- 19.05.20 HMRC Revenue – Statutory Sick Pay Re Coronavirus
- 19.05.20 Kompan Latest Newsletter
- 19.05.20 Latest Community Hub Directory – Saved on file
- 19.05.20 LDC and SDNP planning lists – emailed to all
- 19.05.20 Neighbourhood Alert Re Online Scammers – emailed to all
- 19.05.20 PSE – Business – emailed to all
- 21.05.20 Lewes District Police Spring Newsletter – emailed to all

22.05.20 PSE Edition 14 – emailed to all
 22.05.20 Neighbourhood Alert – Missing Teenager – emailed to all
 22.05.20 Chief Executive Bulletin – NALC - emailed to all
 26.05.20 NALC's LCR Spring Edition – emailed to all
 27.05.20 The Rural Bulletin – emailed to all
 27.05.20 Neighbourhood Watch June Newsletter – emailed to all
 28.05.20 CPRE – Latest Update – emailed to all
 28.05.20 Coronavirus Risk and Support -Zurich – emailed to all
 28.05.20 East Sussex Highways Information on Footway Works – emailed to all
 28.05.20 Lewes District Police Weekly News – emailed to all
 29.05.20 PSE Episode 15 – emailed to all
 29.05.20 LDC Covid 19 Town and Parish Council Briefing - emailed to all
 29.05.20 East Sussex Highways Fortnight Works List – emailed to all
 29.05.20 NALC Open Letter to Councillors and Chief Executive Bulletin – emailed to all
 01.06.20 Sussex ALC Bulletin – emailed to all
 01.06.20 Lewes District Association of Local Councils AGM – emailed to all
 02.06.20 Rural Bulletin – emailed to all
 03.06.20 RSN The Rural Funding Digest – emailed to all
 03.06.20 SDNPA Planning Policy Consultations – Staying on the Database – Clerk has replied
 03.06.20 LDC – Planting information – emailed to all
 03.06.20 Alert Neighbourhood – New Team for Rural Crime – emailed to all
 03.06.20 SDNPA Agenda for Virtual Meeting June 11th 2020 – emailed to all
 03.06.20 NALC Guidelines on Reopening Public Spaces – emailed to all
 03.06.20 LDC Spring Cards for the Elderly and Vulnerable – emailed to all
 04.06.20 Applause Rural Touring – Celebrating the Community – emailed to all
 04.06.20 CRPE Spring E-Newsletter – emailed to all
 04.06.20 PSE Latest Bulletin – emailed to all
 08.06.20 Sussex ALC Bulletin Re Grants and Funding – emailed to all
 08.06.20 NALC – Website Accessibility Regulations 2020 – emailed to all
 09.06.20 Rural Services Network – emailed to all
 09.06.20 Correspondence received regarding the Newsletter – emailed to Chair and Sally
 09.06.20 NALC Points of Light – emailed to all
 10.06.20 LDC Planning list – nothing to note – emailed to chair
 10.06.20 Audit Report from Steve Brentnall –
 10.06.20 SDNP June Newsletter – emailed to all
 11.06.20 NALC & BHIB Risk Assessments – emailed to all
 11.06.20 NALC Model Code of Conduct – emailed to all
 12.06.20 Fortnightly look ahead on works in the area – ESH
 12.06.20 PSE – Episode 17 – emailed to all
 13.06.20 CPRE Star Survey Results – emailed to all
 15.06.20 SALC Bulletin regarding the Annual Canvass Changes – emailed to all
 15.06.20 ESCC Emergency Active Travel Fund Update – emailed to all
 16.06.20 LDC and SDNP Planning Lists – emailed to all
 16.06.20 The Rural Bulletin – emailed to all
 17.06.20 Funding Support Groups from Ground works – emailed to chair
 19.06.20 NALC Chief Executive Bulletin – emailed to all
 19.06.20 Neighbourhood Alert Lewes Weekly News – emailed to all
 19.06.20 PSE Episode 18 – emailed to all
 22.06.20 SALC Bulletin – emailed to all
 22.06.20 East Sussex Highways Road Closure Cancellation – emailed to all
 23.06.20 LDC/SDNP Planning List – emailed to Planning Committee
 24.06.20 Rural Bulletin – emailed to all
 25.06.20 Invitation to attend meeting 15th July – LDC Reinventing Lewes Streets & Shops –
 Emailed to chair
 26.06.20 PSE Episode 19 – emailed to all
 26.06.20 Update from ESCC regarding the resuming of the bus time table
 26.06.20 NALC Chief Executive Bulletin – emailed to all
 29.06.20 SSALC Seminar for Council Officers – emailed to all
 29.06.20 Sussex ALC Bulletin – emailed to all
 29.06.20 Zurich Municipal Risk Management Advice – emailed to all and Booking Manager

of Beechwood Hall

- 30.07.20 Bus Service Developments from ESCC Transport Department – sent to Chair
- 30.07.20 Rural Services Bulletin – emailed to all
- 01.07.20 SDNPA Planning Committee Meeting Agenda on 09.07.20 – emailed to Planning Committee
- 01.07.20 SLCC Financial Support for Councils Petition – emailed to Chair
- 03.07.20 PSE Episode 20 – emailed to all

Various correspondence received regarding the impacts of Covid – 19 including help resources and legal changes

From residents:

- 07.05.20 Interest in Councillor vacancy
- 17.05.20 Councillor vacancy application form received
- 18.05.20 Update required from the Parish Council meeting on 14.05.20 re Chatfield Close
- 21.05.20 Request for Community Enhancement Award Nomination Form
- 23.05.20 Reply received re Case No. 00445511 Offham Footpath Issue from the Parish Council meeting held on 14.05.20
- 23.05.20 Reply received regarding the Minutes from the Parish Council meeting held 14.05.20 Regarding Property in Offham
- 24.05.20 Correspondence received regarding concerns of Environmental Damage at Ivor's Lane
- 26.05.20 Photo received re Environmental damage at Ivor's Lane
- 26.05.20 Chair received correspondence from Resident regarding Chatfield Parking Spaces
- 27.05.20 Correspondence received regarding Hamsey Parish Council's planning policy
- 28.05.20 Chair received email from Dan Witcher regarding Chatfield Parking Spaces
- 29.05.20 Correspondence received regarding the bus time table – sent to chair/ clerk has responded
- 29.05.20 Correspondence received regarding a property in Offham – emailed to Chair, Vice chair and Cllr Harmer
- 29.05.20 Correspondence from another resident regarding the recommencing of the bus Time table - sent to chair and Cllr Baughan
- 29.05.20 Correspondence from third resident enquiring about the bus – clerk replied
- 09.06.20 Correspondence from resident regarding the bus schedule – clerk replied and sent to Chair
- 19.06.20 Correspondence from resident to have addressed the safety aspects or living in Bevernbridge with no pathway
- 19.06.20 Received Grant request for Monday Afternoon Group – Clerk has sent out application form
- 24.06.20 Correspondence received from resident regarding Chatfield Close, Gold and Four Winds – forwarded to all from Chair
- 25.06.20 Chair received enquiry from resident regarding Art Wave Exhibition- chair replied and cc'd Clerk
- 26.06.20 Follow on correspondence received regarding concerns of Environmental Damage – Emailed to chair and vice chair
- 27.06.20 Follow up correspondence received regarding a property in Offham- emailed to Chair and Vice chair
- 27.06.20 Email regarding the use of tennis facilities and reopening of the public convenience at Beechwood Hall and Rural Park – Clerk replied and cc'd Chair

- 28.06.20 Correspondence received regarding Planning Permission on a property in Offham
- Clerk has cc'd Chair and replied in the interim**
- 29.06.20 Email as thank you re the buses- Clerk replied and forwarded to chair**
- 01.07.20 Correspondence received regarding Environmental Impacts and the Neighbourhood
Plan – emailed to all**
- 01.07.20 Correspondence received regarding concerns of extension to construction and
demolition hours at Bevernbridge – clerk replied**
- 01.07.20 Follow on correspondence received regarding Planning Permission on a property
In Offham – emailed to all**
- 01.07.20 Follow on correspondence received regarding Planning Permission on a property in
Offham – emailed to all**
- 01.07.20 Follow on correspondence regarding reply to Council – emailed to all**