

Hamsey Parish Council

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Mrs N.Kinch, Clerk to Hamsey Parish Council

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Draft Minutes of the virtual meeting of HAMSEY PARISH COUNCIL held on Google Meet on Thursday 12th November 2020 - 7.15pm

Present: Cllr T.d'Arienzo, Chair
Cllr R.Kelly
Cllr K.McBrown
Cllr S Fleming
Cllr Perkins – joined the meeting at 7.22pm
Cllr I.Linington – District Councillor from LDC – left the meeting at agenda item 17.

Apologies: Cllr C Henry

In attendance:

I. Ginn on behalf of Cooksbridge Station Partnership (CSP)
Mrs N. Kinch - Clerk/RFO to the Council.
2 Members of the Public

Meeting Started at 7.18pm

		Action
	<i>Chair welcomes everyone to the meeting and makes introductions</i>	
11.20.1	Apologies for absence – as above	
11.20.1.1	Co-Option - The Council considered Co-opting for the vacancy created after Cllr I Ginn handed in his resignation. The Council had received one application for the position from Caroline Croft. All Councillors had received Caroline's application form prior to the meeting this evening. Chair invited Caroline to introduce herself, give a little background information and speak about her interests. All were very impressed and in agreement that Caroline should be Co-opted on to the Council. Chair proposed this motion and Cllr Kelly seconded. Cllr Croft signed the Declaration of Office as was witnessed by all and then was welcomed as a member of the Parish Council.	
11.20.2	Questions from the Public – none received.	
11.20.3	Declaration of Interest from any Councillor – none	
11.20.4	Minutes from the last meeting held on Wednesday 16th September 2020 were agreed and signed as a true record.	
11.20.5	Update on any matters arising from the last meeting – none	
11.20.6	Financial matters: <i>a) Council approved the following payments (including vat)</i>	

	<p>a) To approve payment of invoices as detailed (including v.a.t)</p> <ul style="list-style-type: none"> *Cheque No. 300438 Budget Planning Training with SSALC – for Clerk £36.00 *Cheque No. 300439 LDC – Emptying of Dog Waste Bin - £93.60 *Cheque No. 300440 SSALC Training for Chair - £36.00 *Cheque No. 300441 Kent, Surrey and Sussex Air Ambulance Trust Grant -£50.00 s.137 *Cheque No.300442 KM Froude – Parish Footpath Dispensers expenses £33.89 s.137 *Cheque No. 300443 Lewes District Council – Annual Park Inspections – £106.80 *Cheque No. 300444 Clerk’s Salary/ Expenses *Cheque No. 300445 KPS Contractors LTD – Malthouse Park Grass Cut on 27.08.20 - £15.60 *Cheque No.300446 Offham Church Remembrance Service Wreath £17.00 *Cheque No. 300447 Nalc – Training course for Cllr Perkins on Health and Wellbeing £38.93 *Cheque No. 300448 PKF Littlejohn LLP External Audit - £240.00 *Cheque No. 300449 Clerk salary and expenses *Cheque No. 300450 KPS Grass Cut at Malthouse Way Playpark – £15.60 <p>Cllr Kelly asked what the Annual Park Inspections means. Clerk explained that the playparks at Beechwood Hall and Malthouse Way are annually inspected by Lewes District Council to make sure they adhere to the safety regulations. The Inspection was carried out in February 2020 but the invoice has only just been received by the Council.</p>	
<p>11.20.6.1</p>	<p>Council noted the current financial situation</p>	
	<p>11.20.6.2</p> <p>Budget and Precept was discussed – Prior to the meeting Clerk had sent round a proposed Budget for 2021/2022 to be discussed. Chair and Clerk had discussed at length the running costs of the Parish Council and are mindful that with many people having experienced financial difficulties this year with the impacts of the Pandemic it would be beneficial to the community to keep costs to a minimum if possible and use reserves where necessary for certain expenses should they arise. Council agreed in principle, to be finalised in January.</p>	
<p>11.20.7</p>	<p>To receive any report from the Planning Committee</p>	
<p>11.20.7.1</p>	<p>LW/20/0609 Former Hamsey Brickworks South Road South Common South Chailey East Sussex Phase 2 development for 12 custom-build homes and supporting infrastructure - All matters reserved except access (phase 1 approved under planning reference LW/14/0712). Chair explained the objections to this planning application and outlined the main priority and emphasis on the need for a connecting footpath/cycleway southbound from Bevernbridge to Cooksbridge for residents to be able to safely enjoy the local walks but also to safely access the local amenities – school and rail station etc. After liaising with the developer Chair informs the Council that a surveyor acting on</p>	

	<p>behalf of the applicant intends to assess the area next week for the potential of a path of 1.5 metres wide. This would offer some good news to pedestrians at Bevernbridge, but unfortunately, this would not be wide enough for a Cycle lane.</p> <p>Cllr Linington shared with the Council her objections to the planning application in question, reiterating the need for a connecting footpath but also stating the confusion over mis advertisement of self- build homes compared to custom built homes as these will be. Her concerns are shared by Hamsey Parish Council over the public access to the lake once these homes are built and the likelihood of a private road being built around the new builds. Cllr Linington has called the planning application in with the Planning Committee at Lewes District Council and hopes that the application will be investigated further. Frustrations have arisen over whether the agreed Business Units will be built. Her fears are that it shall be difficult to oppose but she shall do her best to follow up on the objections.</p> <p>Chair states the Hamsey Parish Planning Committee are growing cynical about whether objections will be heard. Chair explained to council about the LDC 5-year5-year housing supply.</p> <p>Cllr Fleming thanked all involved in the lobbying of the footpath on behalf of the community. She explained her worries that with extra vehicles accessing the new homes and being on the roads it is vital that cycle way and footpath provision be created especially in rural areas.</p>	<p>Cllr Linington to follow up on the investigations with planning application LW/20/0609</p>
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<p>11.20.8</p>	<p>Beechwood Hall</p> <p>Chair explained that Cllr Henry has been collating the responses received from the Resident’s Survey of Beechwood Hall & Rural Park which she has shared in her report. Once all responses have been received, Cllr Henry shall update on the results.</p> <p>Council have received a financial report on Beechwood Hall from Rachel Clifford. This shall be discussed in more detail at a Beechwood Hall Committee Meeting. Date to be confirmed.</p> <p>Chair said some volunteers have come forward offering their time to help out on various aspects – a new Committee is hoped to be formed very soon consisting of Cllr McBrown, Cllr Henry, Ian Ginn, Edward Harmer, Rev Anne Dunlop from Offham Church and Rose Baker (Reception and Year One teacher) at Hamsey Primary School. Potentially others will form a working group, possibly called friends of Beechwood Hall.</p> <p>Cllr McBrown reported that due to the new Government rules enforced on 5th November 2020, the hall has had to be closed once again. The Government are set to review the decision on 2nd December 2020, a date for reopening shall depend on the outcome of the review.</p>	
<p>11.20.9</p>	<p>To note correspondence received since the last meeting and any action required – none</p>	
<p>11.20.10</p>	<p>Council considered any meeting attended</p> <p>Chair remarked positively on the vast number of meetings and workshops attended.</p>	

<p>11.20.11</p>	<p>Cllr Fleming shared with the Council her experience of some of the meetings attended, in particular highlighting how effective and engaging a professionally executed Zoom meeting can be. Council received a report from Cllr Fleming regarding any Highway and Traffic Issues – report attached on website. Cllr Fleming spoke briefly about her liaisons with various outside organisations such as SDNP and Cycle Lewes plus the support they show for cycleway initiatives. This has highlighted the need for a focus on not only urban cycleways but also rural cycleways to be formed to keep people better connected and less impact on the environment, improvement to physical health and also mental wellbeing. Chair thanked Cllr Fleming for her enthusiasm and dedication to the cycleways project and for her work on Environment.</p>	
<p>11.20.12</p>	<p>Parking Issues – Cllr Kelly has been working hard behind the scenes to engage parents at Hamsey school, to get feedback on the parking issues and to find alternatives. The Park Pals initiative seems to be a very popular choice for parents and they seem very keen to use it. If any resident living near the school may have an empty driveway they would allow a parent to use for school drop off and pick up times, Monday – Friday please get in touch with Cllr Kelly so your space can be allocated. Chair gave a brief explanation to all regarding Park Pals and the concept behind it.</p>	<p>Cllr Kelly can be contacted on rachelhamsey pc@gmail.com</p>
<p>11.20.13</p>	<p>Council considered and Rail and Bus Issues – report received from Ian Ginn on behalf of CSP – available on website. Chair thanked Ian for the detailed report. This report explains changes to the Train Schedule that stops at Cooksbridge. Ian gives the sad news that Robert Baughan has decided to resign from the Cooksbridge Station Partnership due to work and family commitments. The Council reiterate the Station Partnership’s sentiments that Robert has dedicated an immense amount of time to improving services for the community and he is thanked by all for his hard work, determination and efforts. Ian explained the stance on the trains stopping at Cooksbridge Station on Bonfire Night. CSP and the Parish Council lobbied to have a full running service on Nov 5th but unfortunately it was decided due to the safety risks that the last stopping train into Cooksbridge from London would be the 17.24pm. Cllr Linington spoke about the charges for Cooksbridge Rail car park. The Council and CSP have tried to liaise with GTR, in the hopes of having the Station car park charges reduced substantially. However, this has not led to any fruition. Cllr McBrown and Cllr Kelly state that the knock-on effect of over-priced parking charges have exacerbated the parking issues within the area, meaning commuters are parking elsewhere in local streets causing problems with residents. This combined with the need for parents to park for school drop offs/ pick ups has created an even bigger problem. Ian commented that users of the car park at Cooksbridge Rail Station need to be aware that it is believed Number Plate recognition has been installed on the security cameras to clock vehicles driving in and out. He believes there’s a 10- minute grace period but this shall need to be confirmed.</p>	<p>Proposals to be drawn up between Hamsey Parish Council, CSP and Cllr Linington. MP Maria Caulfield will then be contacted to get involved.</p>

11.20.13. 1	Cllr Kelly has reported the Perspex has now been replaced on the bus stop noticeboard after it had been vandalised. Cllr Perkins is now the designated Rail and Bus representative for Hamsey Parish Council.	
11.20.14	<p>Police/ Neighbourhood Watch Issues- Cllr McBrown is unaware of any police issues. Chair reported she has been made aware of some low- level disruptions within the Parish and has had some contact with the Police over this. Cllr McBrown asked the whereabouts of the wheel barrow planter that had been moved from the entrance of Chandler’s Mead to prevent vehicles further damaging the verges. Chair replied saying it had been moved due to being a potential safety trip hazard for residents out after dark.</p>	
11.20.15	<p>Environment – Report by Cllr Fleming can be found on website. Cllr Fleming discussed the various workshops and zoom meetings she had attended since her Co-Option at the last meeting. A discussion was had into setting up volunteer working groups and the possibility of environmentally friendly projects such as wildflower and tree planting with the funding being available. Cllr Fleming is keen to establish a good connection with local businesses within the Parish and to work alongside them, particularly those in the agricultural field of work to look at sustainability and regenerative areas. Cllr Fleming asked about areas of land around the Parish and the landowners, expressly the land surrounding Beechwood Hall & Rural Park. Chair explained that as part of the Hamsey Neighbourhood Plan, land on 2 sides of Beechwood Hall were classified as dedicated Local Green Space and on one side there are covenants voluntarily placed on it by the landowner to restrict the potential to build, and preserve the natural state of the space.</p>	All agreed a group should be mobilised to work on these future projects. Cllr Fleming to continue working alongside local business owners and build a good relationship with them.
11.20.16	<p>Council discussed the improvement ideas to the Parish- Cllr Kelly’s report can be found on the website. Cllr Kelly will collate the results from responses of the Beechwood Hall Survey then will be able to collate responses accurately. So far the survey has shown a positive response to the repositioning of the Cooksbridge Parish Council notice board. Locations identified for this could potentially be the green space either side of the junction into Chandler’s Mead. Concerns are that unless you travel via public transport, residents would not know the existing noticeboard is there and a more accessible place would be better. Council was asked to offer any suggestions. Cllr Perkins suggested perhaps outside of the school by the railings. The land owners in question, for the suggested locations for the noticeboard - by the Phonebooks or opposite the station near the crossing- need to be identified and permission needs to be granted first. Chair replied saying it is a good idea in principle but perhaps costs should be sought first. Cllr Lington mentions that Cllr Kelly may have a better response with Housing first as often Highways take their time to deliberate over decisions. Clerk mentioned how helpful the Live Chat option is on the LDC website. Cllr Croft has offered the use of Hamsey Noticeboard which has been kindly restored by residents at Hamsey House.</p>	Cllr Kelly to liaise further with Cllr Henry on the results of the survey. Cllr Kelly to contact Housing at LDC and Highways to seek permission, then costs will be found out. Clerk to send over Highways

	<p>Cllr Kelly went on to speak about the option of having flowers growing in pots, on lampposts, tubs etc to brighten up the Parish. Concerns were made by Cllr Fleming that many plants would need to be removed and replanted each year so would it be viable to plant flowers that grow year after year but also encourage biodiversity with bees, butterflies and other wildlife. Seedy Saturday at Lewes Town Hall in February each year was suggested as a good place to get information on plants but also to encourage others in the community to get involved.</p> <p>Cllr Kelly spoke about the Meridian Sign that has now seen better days, as the writing is no longer clear to read. Chair mentioned that the Monday Group had done a great job sanding the sign and had tried to restore the blurred text, but after years of it being open to the elements it now needs to be either taken away to be re-engraved or possibly an alternative design could be made. The footings for the sign are believed to still be in good condition so just the top part of the sign would need to be replaced. Cllr Fleming suggested asking the workshop at Copyhold Farm for their opinion if the Monday Group were unable to help further. Cllr Croft suggests the area would be perfect for a round bench for people to sit and admire the views. Again, Copyhold was suggested to see if they have ideas.</p> <p>Cllr Kelly has looked into the possibility of different retail vans coming to the Parish. The suggestion has been for a Fish and Chip van, Fish mongers, Coffee van. A location for this has proved difficult though. The option would be to use the Cooksbridge Rail Station car park; however, the parking charges would cause a barrier. Beechwood Hall over flow car park has been put forward as a potential place however it is felt that a more central zone would be better for all especially passing trade. Cllr McBrown mentions that the Parish used to have a Fish and Chip van that came regularly but the novelty seemed to wear off quickly so perhaps it needs to be scheduled twice per month rather than weekly. Cllr Linington stated an evening custom would be good as the van could then use the Station Car park after the charging hours and perhaps a rotational basis would be good with different businesses on different evenings.</p> <p>All agreed a good idea but more discussion is necessary for a location. Ian Ginn noted that the bus stop is free from 6pm.</p>	<p>contact details to Cllr Kelly.</p> <p>Cllr Kelly will liaise with the Monday Group on the sign. Cllr Croft to liaise with Cllr Kelly and Copyhold Farm on a bench. Cllr Fleming and Chair to send over contact details.</p>
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<p>11.20.17</p>	<p>Council discussed Broadband issues across the Parish- Cllr Kelly has stepped down from this project and handed over to Cllr Croft who will work alongside Chair on this. Cllr Croft lives in Hamsey where broadband has been identified as being particularly poor. Cllr Croft reiterates the lack of coverage confirms that many people in Hamsey are seeking advice on how to get improved coverage. Cllr Fleming states that their broadband has much improved since their neighbour has invested in Fibre Optic which enters her property. This ongoing matter has been investigated by Ian Ginn and Chair and further investigations are needed. The lack of network and technical issues was highlighted this evening during the meeting as the sound quality was very poor, the attendees kept freezing on screen and the Clerk's internet went down. Some of Council commented that Google Meets was not the best platform and we Council look for an alternative in the</p>	<p>Cllr Croft has offered to look at Zoom prices to hold virtual meetings. Clerk to inform all of options and cancel subscription of Google G-Suite once an alternative has been found.</p>
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	likely hood we shall have to continue with virtual meetings. Chair considers that bandwidth was more of an issue than the platform, and the timing of the meetings at a time of high usage, together with improvement works happening locally. Consider moving future virtual meetings to earlier in the day when quieter. Cllr McBrown mentions that the Clerk's next-door Neighbour works for a broadband company so could he be approached for advice.	Clerk to ask neighbour for advice on internet.
11.20.18	The Council considered the Grass Cutting Requirements for 2021/2022 – Clerk explained to all the options laid out from East Sussex Highways and a quote received from a company called Countryside Grounds Maintenance for the urban cutting within the Parish. Countryside Maintenance had quoted to carry out 4 cuts as well as the two from East Sussex Highways for £744 inclusive of vat. Chair commented on the difficult criteria East Sussex Highways needs all contractors to adhere too if a Parish Council decides to choose the self-service route and have an independent contractor carry out the grass cuts. Council decided to accept option 2 from East Sussex Highways to provide 6 cuts of the urban areas for £331. All in agreement. Cllr Fleming suggested the the possibility of leaving longer between cuts and encouraging wildlife and biodiversity. Chair said further discussions could be had on this.	Clerk to contact East Sussex Highways contract management group to inform them of the decision.
11.20.19	Council considered the impact of the Coronavirus Pandemic- Chair explained that the responses received this time around during lockdown have been different to last time. Cllr McBrown believes this to be due to the restrictions not being so harsh, public travel is still available and the possibility of supermarket slots being more readily available to people shopping online. The Hamsey Coronavirus helpline is still available for anyone in need of help.	
11.20.20	Council considered GDPR Requirements and Website Accessibility- <i>Report from Cllr Kelly is available on the website</i> Chair states that Cllr Henry is working on the GDPR requirements and the Parish Council website provider, Roger Withnell from UpperBridge Enterprises LLP is currently working on website accessibility.	
11.20.21	<i>Clerk got cut off the internet at this point and dialled in to continue.</i> Items to note or include on a future agenda <ul style="list-style-type: none"> • Improvements to the Parish • Barcombe Energy Initiative 	
11.20.22	Dates have been discussed with Cllr McBrown, Beechwood Hall Bookings Manager and put in the diary. Dates for Parish Council Meetings in 2021: <ul style="list-style-type: none"> • 14th January 2021 • 11th March 2021 • 13th May 2021 • 15th July 2021 • 9th September 2021 • 11th November 2021 <p><i>These dates are subject to change if necessary</i></p>	
	Chair then proceeded to ask Ian Ginn if he would look outside his front door. Chair had dropped off a parcel for Ian with leaving gift and card inside.	

	<p>Chair thanked Ian for his time on the Parish Council, stating 10 years is an extraordinary amount of time to dedicate so much effort into improving the community. Ian has achieved so much within that time and on behalf of everyone deserves a massive thank you.</p> <p>Ian also received the Community Enhancement Award, as nominated by his fellow partner on CSP Kevin Froude and agreed by all on the Council. Ian is very deserving of this award to highlight all of his work, effort and dedication to Parish Council matters, Beechwood Hall and the CSP to name a few. We all look forward to working alongside Ian with CSP and also as a Beechwood Hall Management Committee member. All wish Ian the very best for the future and what adventures are to come.</p>	
	<p><i>Chair ended meeting at 20:50pm</i></p>	<p><i>Mrs N Kinch Clerk/RFO</i></p>

Signed..... Chairperson