

Hamsey Parish Council

www.hamsey.net

Mr K Kingston, Clerk to Hamsey Parish Council
Beechwood Hall & Rural Park, Beechwood Lane, Cooksbridge, BN7 3QG, East
Sussex
Tel: 07795 336143 Email: clerk@hamsey.net

Members of **HAMSEY PARISH COUNCIL** are summoned to attend the **meeting of Hamsey Parish Council** to be held on **Thursday 11th November 2021 at 7.15pm** at **Beechwood Hall and Rural Park.**

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 Tuesday 8 November 2021 or they may attend in person.

Please note social distancing will be in place. This meeting may be recorded for the purpose of minute taking.

- 1. Apologies for absence** – apologies received from Cllr Henry
- 2. Questions from the public**
- 3. Declaration of interest from any Councillor regarding any item on the agenda**
- 4. Minutes from the meeting held on Thursday 9th September 2021 to be agreed and signed as a true record**
- 5. Update on any matters arising from last meeting** (*not covered elsewhere on the agenda*) to note actions taken and note any further action:

6. Financial matters

- a) To approve payment of invoices as detailed** (*including v.a.t*). Please note salaries are not privy to the public.

Cheque No. or transaction number	Payee	Amount £
300506	PKF littlejohn LLP – annual external audit	240.00
300507	Offham Church – grant/maintenance	50.00
300508	Cooksbridge Station partnership	55.00
300509	Kevin Kingston – laptop repair, stamps and printer cable	43.91

300510	Kevin Kingston – salary from 9 September – 31 October 2021	-
300511	Offham Church – remembrance day wreath	19.99
300512	Tamsyn d’Arienzo – printer cartridge and newsletter deliveries	23.00
300513	Mr Greg Cockram – 4 x mows Malthouse Way play park in August 2021	80.00
300514	Kevin Kingston – Printer cartridges	19.75
300515	Barcombe Landscapes	432.00
-	Bank service charge 30 September 2021	18.00
Direct debit	Emptying bins at Beechwood park for period 1/4/20 to 30/6/21	89.10

b) To note the Council's current financial situation

Balance per bank statement as at 1st September	£
Unity Trust Account (includes 2 nd precept payment from LDC of £9,106).	£46,292.78
Less any unpresented cheques:	£1,070.75*
Net balances as at 30 September 2021 of Unity Account	£45,222.03

*NOTE : * our bank statements are usually received around 10/11th of the month and as yet I do not have access to on-line banking as soon as the October statement as arrived I will send out an updated financial position.*

c) To discuss and agree the draft budget and precept requirements for 2022
(please see appendix 4 to this agenda) .

It should be noted that we will not receive the council tax base calculations from Lewes District Council until late November/early December 2021. This information helps the Parish Council determine its precept requirement and budget . Once this is known a further report will made to the January 2022 Council meeting.

d) To discuss the purchase of Scribe (bespoke financial accounting package) for Parish Council (please see appendix 5 to this agenda)

7. a) Planning matters - to receive any report from the planning committee: Chair, Cllr Fleming and Cllr Redwood

• **Applications still awaiting decision** (as 2 November 2021)

LW/20/0647 | NMA for the addition of 9 parking spaces in relation to planning application LW/17/0030 (Redevelopment of the site with six residential units) | Knights Court South

Road South Common South Chailey East Sussex – **Objection from Hamsey Parish Council**

LW/20/0856 | Variation of condition 1 (plans) in relation to planning applications LW/18/0849 and LW/14/0712 | The Barn Former Hamsey Brickworks South Road South Common South Chailey East Sussex BN8 4QD – **Hamsey Parish Council offer ‘No further comment to the retrospective application’.**

SDNP/20/03254/PRE | New garden studio building | Perseverance House The Street Offham East Sussex BN7 3QB – **Hamsey Parish Council offer no objection to the preapplication.**

LW/21/0160 | Removal of condition 27 in relation to planning approval LW/14/0712 | Former Hamsey Brickworks South Road South Common South Chailey East Sussex – **HPC has submitted an objection to this application on a number of issues however further discussions are likely to take place with applicant/developer. Our full objection can be read on LDC planning portal.**

LW/21/0262 | Land Adjacent Nolands Farm, Station Road, Plumpton Green, East Sussex, BN7 3BT – **Objection by Hamsey Parish Council. Full comment can read on the LDC Planning Portal.**

LW/21/0443 | Amendments to approved scheme (ref LW/18/0328) to allow for alterations to fenestration and pitched roof front and rear dormers | Old Hamsey Brickworks South Road South Common South Chailey East Sussex – **HPC offer ‘No Objection’ to this application.**

LW/21/0573 | outline application to demolish an existing bungalow and rebuild 4 new two bedroom cottages with off road parking concerning access and layout with remaining matters reserved | Two Ways Bevernbridge South Road South Common South Chailey East Sussex BN8 4QD – **No objections in principle subject to the boundary treatment to the A275 providing for generous landscaping, with any built structures (fence or wall) between the landscaping and the new houses. HPC would request an informative to this effect.**

LW/21/0538 | single-storey rear extension with roof terrace above, creation of and alterations to windows, demolition of stables and erection of three-bay garage/store with loft space and 3no dormers | Hamsey Lodge North End Lane Hamsey East Sussex BN8 5TE – **HPC Offer ‘No Objection’ to this application**

LW/21/0622 | demolition of an existing office building, erection of 13no. dwellings (mix of 2 and 3 bedrooms), redesign of parking area serving a consented office building, additional garden area for Kiln Cottage and all associated works I am consulting you on the above development. All comments and any observations no later than 06.10.2021. | Retained Land At Antler Homes Old Hamsey Brickworks Development & Avid Commercial Building Knights Court South Chailey BN8 4QF

LW/21/0741 | Erection of detached 3 bedroom house | The Orchard, North End Lane, Hamsey, BN8 5TE. **HPC offer ‘no objection’ to this application**

- **Applications withdrawn**

SDNP/21/03308/HOUS and **SDNP/21/03309/LIS** | Removal of asbestos containing lining boards to various walls and ceilings throughout the ground floor, removal of 20th century

additions, new rooflights and other internal alterations including reorganisation of bathroom on the ground floor and new shower room on the first floor, demolition of garage and wood shed, replace with new garage and workshop and enlarge off street parking area and turn around space | Thatchers Cottage Allington Lane East Chiltington BN7 3QJ- **HPC offer 'No Objection' to these applications.**

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

- **Applications approved**

LW/21/0461 | single-storey rear extension with internal alterations | County House Cooksbridge Road Cooksbridge East Sussex BN8 4SW – **HPC offer 'No Objection' to this application**

LW/21/0599 | demolition of existing rear extension and creation of new two storey extension with pitched roof | Mount Pleasant Cottage Town Littleworth Road Barcombe East Sussex BN8 4TB - **HPC offered 'No Objection' to this application.**

SDNP/21/03506/HOUS and **SDNP/21/03507/LIS** | retrospective application for approval for omission of side facing window from implemented consented scheme SDNP/19/04373/HOUS and SDNP/19/04374/LIS and installation of chimney flue to garden building | Woodcock Cottage The Street Offham BN7 3QE – **HPC offer 'No Objection' to these applications.** • **Applications refused**

LW/21/0361 & 0362 | Demolition of single storey lean-to structure at rear of dwelling and replacement with a new single storey structure on the same footprint as the existing | Bouverie Cottage Cooksbridge Road Cooksbridge East Sussex BN8 4SL – **HPC offered 'No Objection' to these applications.**

8. Grant applications

- To consider grant application from the Monday Group (see appendix 3)

9. Beechwood Hall Working Group

Cllr Henry and Cllr McBrown

- To receive any reports from Beechwood Hall working group

10. Correspondence

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

11. Reports from meetings

To receive any reports from meetings attended by Councillors or Clerk

- Chair Forum on 22.09.21 at 19.00
- CPRE AGM Virtual Summit 25.09.21 at 10.00

- Funding Workshop on 06.10.21 10.30-11.30
- Ouse and Adur rivers trust – AGM via Zoom on 22.09.21

12. Highway and Traffic issues

Cllr Fleming, Cllr McBrown

- To discuss ESCC grass cutting contract for 2022 (see e-mail dated 21.09.21 and appendix 1 attached)

13. To consider Rail and Bus issues

Cllr Henry

- To discuss any rail and bus issues

14. Police/ Neighbourhood Watch

*Cllr
McBrown*

- To discuss any Police & Neighbourhood watch issues

15. Environment

Chair, Cllr Croft and Cllr Fleming

- To discuss any Environmental issues affecting the Parish

16. General improvements to Parish

- To consider Parish Clerk's report on noticeboards (see appendix 2)

17. Footpaths and rights way

- To discuss footpaths and Right of Way within the Parish

18. Council policies

Cllr Henry

- To consider GDPR and privacy policy - update

19. Future agenda items

- To discuss and note future agenda items/reports

20. Dates for future meetings in 2022

- To note and agree the following Council meeting dates for 2022

Wednesday 5 January
Wednesday 2 March
Wednesday 4 May
Wednesday 6 July
Wednesday 7 September
Wednesday 2 November

Part 2 Confidential report

In accordance with standing orders and the public bodies (admissions to meeting act 1960 section 1) in view of the confidential nature of the business to be transacted the public and press are excluded from the discussion on the following item :

21. Staffing issue

For the information of Parish Councillors this report was emailed to you on 2 November 2021 to be discussed at this meeting.

Signed..... **Dated**.....
Kevin Kingston – Hamsey Parish Clerk/RFO

Notes

- 1. Agenda Item 10 relevant to any correspondence received – see monthly spreadsheet circulated previously. This spreadsheet includes various correspondence received weekly including newsletters from: NALC, Chief Executive Bulletin, Rural Bulletin, CPRE, Public Sector Executive and planning application details from LDC and SDNPA and meeting invitations and agendas.*
- 2. Should any resident like to see a copy of the monthly correspondence log please contact the Parish Clerk on clerk@hamsey.net*

REPORTS & APPENDICES

Appendix 1 – Agenda item 11 - ESCC grass cutting contact (received 21/9/21)

I am writing in relation to the urban grass cutting service for 2022. East Sussex County Council (ESCC) is continuing to offer the same options as last year and would be grateful if you could let us know which option your Council would like to choose for next year.

Please note, from this year on we will be including an inflationary increase in the prices. This means that what you would pay ESCC for 4 extra cuts or what we would contribute to you to self-deliver will be slightly increased this year and each year going forward.

Option 1 - Standard: Two cuts over the course of a year to be carried out by ESCC at no cost to the Parish/Town Council. Urban grass will be managed for safety purposes only.

Option 2 – Extra cuts: Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost the Parish/Town Council a total of £338 for the year.

Option 3 – Self delivery: Parish/Town Councils take on responsibility to deliver all urban grass cutting in their area. This must include a minimum of two cuts over the course of the year. ESCC will not carry out any urban grass cutting in the area. ESCC would pay the Parish/Town Council the sum of £169 to do this.

It should be noted that any contractor employed must be suitably competent and qualified to work safely on the highway. We also request an agreement to be signed between ESCC and the Parish/Town Council if you opt to self-deliver. Further details are available in the attached document.

I would be grateful if you could indicate which option your Council would like to choose by **20th December**. Please be aware that if we have not heard back by this date, we will default to Option 1 – two standard cuts.

If you require any further information you can contact me at contracts.managementgroup@eastsussex.gov.uk.

Best regards,

Fenella Lillywhite | Service Support Officer | Service Development Team
Contracts Management | Communities, Economy & Transport Department

Appendix 2 – Noticeboard report

Report to : Council meeting – 11 November 2021 **Subject** : Noticeboards Report of
: Parish Clerk 1. Introduction

This report provides and update on the condition of the 4 noticeboards used by Hamsey Parish Council and recommends that the Beechwood Rural Park noticeboard is replaced and repositioned to afford better access.

The Parish Council has 4 noticeboards situated in the following locations:

- Beechwood Rural Park
- Inside bus shelter close to
- Next to bus stop close to Offham Church
- Close to Hamsey Church (this is not an official Parish Council noticeboard)

2. The condition of the noticeboards

- **Beechwood Park noticeboard** – this is in quite poor condition and leaks and it is felt that it could be re-positioned to enable better access/viewing. The cost of replacing this notice board ‘like for like’ is estimated at approx £835. In addition there will be an additional cost of mounting the noticeboard into the ground and removing the old noticeboard of approx. £250.



- **Noticeboard inside bus shelter** – this is in a good to fair condition but it is awkward/fiddly to open. However I think it has more life in it and I don't believe it needs to be replaced for at least another year.



- **Noticeboard by bus stop in Offham** – again this noticeboard isn't in great condition but as the noticeboard above it has life in it and doesn't need to be replaced at the present time. It is understood that this noticeboard was donated to the Parish Council.



- **Hamsey Church noticeboard....**

I understand this is an unofficial noticeboard in Whitfeld Lane but do not propose to use this in future for Parish Council information.

It is also thought that when the Hamsey Lakes development has been completed that a further noticeboard might be appropriate there and it is suggested that we add a new noticeboard to our 'wish list' for possible purchase/erection by the developer.

3. Costs & suppliers

There are a number of suppliers in the business of noticeboards. The Parish notice board company www.parishnoticeboards.co.uk supply a 1500mm x 1200mm aluminium notice boards (2 x A1 poster frames and fully lockable) with legs at a cost of £835 +VAT. In addition it would be wise to allow for £250 to remove existing notice board at Beechwood park and to allow for a contractor to erect the new noticeboard in agreed position.

4. Recommendation

That the Beechwood Rural park noticeboard is replaced and re-positioned in the financial year 2022/23 and the estimated cost of £1085 is included in the budget for next financial year.

Kevin Kingston

Parish Clerk

October 2021

Appendix 3 – Grant application – Monday Group

Hamsey Parish Council - Application for small community activity grant

You are advised to read the grants policy of Hamsey Parish Council before completing this form.

1. Name of organisation applying for grant

Name: The Monday Group

Address: 33 Church Mead, Keymer, Hassocks

Post code: BN6 8BW

Telephone no 07510 12716

2. Name of contact regarding application Name: Jim Edwards

Address: 16, Malthouse Way, Cooksbridge

Post code: BN7 3PT

Telephone no: 01273 474112

Email address: jim.edmail@btinternet.com

3. What are the main aims / activities of your organisation?

We are rights of way volunteers, working broadly in the area north of the Downs, from Albourne to Ringmer.. We undertake clearance work on footpaths, we build stiles and other wooden structures, and we carry out in-situ repairs or replacement of structures such as stiles, bridges, causeways, steps and finger posts. Without our work the footpaths in this part of Sussex would be in a much sorrier state. Our stiles are built to last and are designed to be as user-friendly as possible.

4. How much do you wish to apply for from the Council?

£ 250

5. Please describe the purpose for which the grant is requested and how this will be of benefit to residents of Hamsey Parish

The Monday Group relies on grants from some parish councils and beneficial trusts as well as donations from walking groups and private individuals. We also encourage people to sponsor a stile as a memorial and these bear a plaque inscribed with a dedication. The amount of work that we undertake is governed entirely by the availability of funds. The Group has minimal administration costs and all of the work carried out is by unpaid volunteers so almost every penny received goes towards buying the materials and tools needed to continue the work. We use mainly green oak sourced from a Sussex sawmill for our structures and any other materials and tools are purchased from local merchants. The raw cost of the materials needed to construct one stile, for example, is in the range £150 - £250.

Hamsey benefits from a local team being based in the parish, and 3 of the 5 local team members live in the parish. This means we are able to be particularly responsive to local footpath issues. Despite the lockdown, we have completed 6 jobs in the parish this year, and our responsiveness was demonstrated by our prompt turn out recently to clear the footpath by the station, and the footpaths in the field adjacent to the rec following reports from local users that they were impassable.



We also provide services to the parish in other ways, such as occasionally assisting with church yard maintenance at Hamsey Church, and repairing street signs locally. When the permissive path from Picketts Corner to Courthouse Farm was provided, it was built into the funding that the Monday Group would take responsibility for routine maintenance, and we ensure the path is kept clear of undergrowth and fallen trees on an annual basis. This is a unique arrangement in this area, as elsewhere routine maintenance on ESCC land is an ESCC responsibility.

Local people also benefit from our work further afield, improving access to the beautiful countryside in our area.

6. If your grant application is in respect of a specific project, what is the total cost of that project?

Our work is responsive, so we are not able to routinely apply for project-specific grants. We aim to tackle problems reported to us as soon as possible, and this is not usually commensurate with grant application timescales.

7. Are you making any other grant applications for this expenditure? If so, please supply details

Yes, we rely on grants from a variety of sources, and much time and effort is taken in fund raising. Our annual report for 2020 sets out our most recent statement of accounts and provides details of our income sources for 2020, which reflect our routine fund raising profile, although the pandemic has influenced income to a degree. A copy of the annual report is provided with this application. We would be happy to provide further details.

8. What other funds do you have, or expect to have, for this project?

Not applicable, as this application is not project specific.

- I confirm that to the best of my knowledge all the information I have provided in this application for grant is correct.
- I give permission for all of the details of this application to be disclosed at meetings of the Hamsey Parish Council, which are open to the press and public.
- If a grant is made, I understand that I will be asked to provide an account of how the money has been spent.

Signed Jim Edwards **Dated** 7th October 2021

Please return this form to the Clerk together with a copy of your organisation's most recent audited accounts.

(For accounts, see 2020 annual report attached to application)

Appendix 4 – 2022/23 draft budget		
Description	£	Comments
Office Expenses		
Clerks salary	7450.00	
Clerks pension	0.00	
Payroll	400.00	Estimated cost from new payroll provider
Clerks expenses	250.00	
Postage & stationary	100.00	
Capital expense	2000.00	Includes estimated £1085 for new NB if agreed
Sub total	10,200.00	
Subscriptions		
ESALC	240.00	
LDALC	20.00	
CPRE	40.00	
SLCC	140.00	
Ouse and Adur River trust	15.00	
Scribe accounting package	300.00	If agreed at Council meeting on 11 November
Sub total	755.00	
Grants		
Section 137	700.00	
Section 214 – churchyard mowing	600.00	(contributions to maintaining churchyards/cemeteries)
Section 19 – village hall	1000.00	(Power to fund recreational facilities)
Sub total	2,300.00	
Premises		
Insurance	2100.00	Estimated cost will be confirmed early 2022
Beacon licence	20.00	
Malthouse cut and hedges	570.00	Estimated cost from Greg Cockram
Mowing verges (ESCC)	340.00	To be discussed at this meeting £340 assumes we agree additional cuts
Beechwood park - mowing	1200.00	Estimated cost
Waste bin emptying and dog bags	200.00	£9.90 per month + dog bags
Play park inspections	120.00	Estimated
Sub total	4,550.00	
Other Expenses		
External audit	250.00	Estimated cost confirmed
Internal audit	250.00	Estimated cost confirmed by Internal auditor
Election costs	0.00	From reserves if necessary
Meeting expenses	100.00	
Maintenance/repairs	2000.00	

Training/conferences	800.00	
Newsletters	100.00	
Website	250.00	Estimated cost confirmed
Councillors/Chairs expenses	200.00	
Contingency	1000.00	
Bank charges	90.00	
Documentation	150.00	
Sub Total	5,190.00	
TOTAL	22,995.00	

Appendix 5 – Purchase of Scribe accounting and financial package

Report to : Council meeting – 11 November 2021
Subject : Purchase of scribe accounting and financial package
Report of : Parish Clerk

1. Introduction

1.1 The Parish Council currently uses a number of excel spreadsheets to manage its finances and accounts. While these spreadsheets operate OK they are quite difficult, time consuming, repetitive and in-efficient to manage and work with. They require the Parish Clerk every time an invoice is received to update 4 sometimes 5 individual spreadsheets to update the accounts etc. They do not provide for the ability to produce invoices or financial reports easily for Council meetings and other meetings.

1.2 Bearing in mind the above I would like to propose that the Parish Council invest in the Scribe accounting and financial package as it will provide the real benefits for both the Clerk and Councillors detailed below in figure 1 below.

2. Information

2.1 There are a few bespoke financial/accounting packages in use for Parish & Town Councils and the package that is most commonly used across the country in Parish Councils is the Scribe package (they currently work with over 700 Town & Parish Councils across the country) and has been recommended to me by two local Parish Clerks.

2.2 Some of the benefits of this package are detailed below in figure 1:

Figure 1

Councillors love Scribe because it is

- fully compliant with the **Data Protection Act 2018**, including changes after Brexit and the end of the European Secrecy agreement;
- **reduced risk** of mistakes and robust against scrutiny with full **audit trails**, in line with **GDPR** requirements;
- transparent and secure as **backups run automatically**;
- **no hidden** consulting and training **fees**;
- demonstrating **best practice** when managing public funds;

RFOs/Clerks love Scribe because it:

- compiles monthly **reports** with the click of a button;
- tracks **budgets vs. actual expenditure + forecasting**;
- easy **VAT returns**;
- accurate management of **Asset Register included**;
- easily manages Earmarked and General **Reserve funds** + track expenditure;
- **Year End** accounting is effortless - saving a lot of time, freeing Clerks up to attend to other important Council matters.

Scribe's web-accessible software subscription fee includes the following:

- **Unlimited logins**, including read-only for transparency to councillors and auditors;
- **all upgrades, backups and feature enhancements**;
- **all training** - online learning resources, Scribe Academy training sessions and online knowledge base for the full duration of your subscription regardless of staff changes at the council;
- **uncapped account support** - from structuring your accounts to streamlining your workflow, our experienced on-boarding and support staff are here to help;
- online **knowledge base updates** during peak times of year e.g. Year End or any changes in legislation at no extra charge.

3. Costs

3.1 The annual cost of the scribe package and the benefits detailed above is £288 paid in advance at the beginning of financial year (ie £24 per month) plus a one off set up cost of £197. If we were to purchase the package for this financial year (which I would strongly recommend) the cost for this year would be pro-rata for 5 months. Therefore the total cost in this financial year would be £120 + £197 = £317

4. Recommendation

4.1 That the Scribe accounting and financial software package is purchased during this financial year for the use of the Parish Council.

Additional report (1)

Report : Beechwood Hall & Rural Park

Report by : Cllr Carolyn Henry

Date : 9 November 2021

Bookings

- The hall is proving popular with hirers for events, overdue family catch-ups and classes. The bookings calendar is now live on the website so you can check availability and book the hall online. www.beechwoodhall.org.
- A new drinking fountain was recently installed. Visitors can now refill water bottles from behind the toilet block near the children's playground.

Planned projects:

- New hedge around the multisports court. We have sourced some lovely hedge mixes from Stanmer Park nursery; 60 plants including Guelder Rose, blackthorn, hawthorn, dogwood, maple and crabapple. As well as screening around the games court, this mix should provide spring flowers, summer flowers and berries for birds and autumn leaf colour into winter with the dogwood. Volunteers have been requested from the community to support the planting and ongoing maintenance.
- Notice board is due to be replaced soon, as the other board is falling apart and not easy to read at the moment (subject to agreement at Council meeting on 11 November 2021)
- Potential power upgrade for EV chargers. We are exploring with UKPN and our electrician what the best options are for providing clean electric vehicle charge points at the hall. We are hopeful of two charging points being possible, being used on a donation basis. While it seems the fast charging is not feasible at this point in time due to the electric infrastructure that is external to the Hall, the charging points that are feasible will still add value to users of the Hall as well as community members who may not be able to install chargers at their home (ie flats).
- Path. Barcombe Landscapes are due to begin work on putting in a path around the park, which will eventually have seating along the route and a nature trail which can be accessed in all seasons. The procurement process for the benches has started, looking at local suppliers and charity groups as a first choice.
- Wildflowers chopped, then removed after a week once the seeds have dropped. Please excuse the mess in the interim. The grass and self seeded willows are also to be cut back around the septic tank.
- Website update is in progress. This will then support more use of social media as we will have a good website to direct people to.
- The tennis net is now down, so let the football and basketball commence!

- Recycling and waste - we are still looking into getting more signs by a local artist to create some signage to keep the park clean and tidy. Recycling is also being encouraged through the Hamsey news advert.
- Toilet Facilities - the outdoor toilet will soon be fee free access. Due to ongoing issues of the electronic door and it actually being a barrier to use, it has been agreed by the Sole Trustees to remove the electronic door and replace it with a standard door. Quotes are obtained then one will be approved to progress with. Local suppliers are preferred.
- Children's Christmas Party - Kate and Natalie have been working hard on the Christmas party which is always very popular. There will be entertainment, refreshments, a small light trail to keep the little ones entertained while waiting for the very special guest who will be in the sleigh in the car park. Due to Covid safety as well as event management, we are being strict on the need for spaces to be booked two weeks before the event. Please spread the word via your networks and share the poster via facebook. A leaflet is also going in the Hamsey news.

Finally, a note to say thank you to all contributors, both paid and volunteers, for all the hard work to keep the community space running but also constantly improving and evolving, well done everyone!

Safeguarding - No incidents or reports received. No new actions undertaken since the last report.

GDPR - Kevin has kindly drafted a policy which is under review and we will send round before the January HPC meeting for comments/approval.

Carolyn Henry

Additional report (2)

REPORT : Rail issues

Report by : Robert Baughan

Date : 9 November 2021

Cooksbridge Station Partnership

- Gardening sessions have continued at the station with members of CSP addressing a variety of tasks. We were very pleased to welcome new volunteer Aaron Camm at our September gardening session.
- Following our recent meeting with Fiona Morton of South-East Community rail Partnership, issues of engagement with GTR (Southern and Network Rail still persist:
 - Despite multiple reminders top-soil is still awaited from Network Rail for the station entrance to platform 1
 - A schedule for strimming of the platform 1 gardens is still awaited from GTR (Southern)

The appropriate next steps for escalation are now under consideration.

- GTR (Southern) have now installed a new Pod Point electric vehicle charging point within the station car park at Cooksbridge. They advise that they are in the process of completing a 'metering' process before confirming the date for entry into service.
- The two weekday train services from Cooksbridge temporarily withdrawn from the September 6th timetable change due to Covid-19 resourcing issues have now been reinstated by GTR (Southern). Following the Covid-19 lockdowns there are still some gaps in the weekday hourly train service from Cooksbridge, around the middle of the day, and we will continue to work with our partners at GTR (Southern) to facilitate the earliest possible restoration of a full hourly weekday service as soon as Covid-19 related constraints allow. Weekend train services from Cooksbridge remain unaffected with a full hourly Saturday and Sunday service continuing to be provided.
- GTR (Southern) have now installed a canopy for the Ticket Vending Machine at Cooksbridge station thereby providing some protection to users during inclement weather.
- Sources for grant funding continue to be explored for shrubs, trees and plants for the coming year.
- Network Rail and GTR (Southern) have started a publicity campaign to inform rail users of proposed further works related to the Brighton Main Line Modernisation project. Network Rail will be carrying out major engineering works between Three Bridges and Brighton / Lewes / Hove, closing the line for 9 days from Saturday 19th to Sunday 27th February 2022, to deliver track replacement work and build a new underpass. Supporting work will also take place at weekends before and after the main closures. During this period train services from Cooksbridge will be provided by replacement buses, details of which are still to be advised.

Network Rail

- Following the correspondence regarding vibrations from freight trains with Network Rail's Sussex Route Director Shaun King, and his Community Relations Manager John Moss-Coleman, our two most recent communications challenging their inadequate response of 23rd August 2021 have gone unanswered. Although complaints from local residents appear to have diminished, the Brett Aggregate trains continue to pass through Cooksbridge creating significant ground-borne vibrations and high levels of wheel to rail contact noise. Accordingly, the appropriate next steps for escalation are now under consideration.

Lewes - Uckfield

- Nothing to report

Additional report (3)

Report : Hamsey Parish Environment Working Group - Sustainable Hamsey

Report by : Councillors Caroline Croft & Sue Fleming

Date : November 2021

Sustainable Hamsey now has 42 members and we were pleased to meet in person for the first time in the autumn of 2021. We have a beautiful new logo kindly designed for us by local graphic designer Suzie Johanson.

Habitat protection and creation at Hamsey churchyard

As part of the habitat creation management plan, volunteers helped at the churchyard in October to gather and remove the cut grasses now that seeds have dropped. Several new and rare species have already been identified in the churchyard, helping us map the biodiversity. The original plan could not be entirely followed due to difficulties faced by the contractors combined with unusually strong growing conditions, which caused some difficulties and issues around accessibility. The plan is therefore being revised to take into account growth, management of zoned areas and accessibility to graves.

On a separate occasion, representatives of Sussex Wildlife Trust visited to see the project and offered help with volunteers, notice board information and removal of cuttings. In a subsequent visit, SWT were delighted to find a very rare fungus Mousepee Pinkgill at Offham Church.

Traffic and Air quality in Cooksbridge

Residents have been supported in their excellent campaign to reduce traffic speed through Cooksbridge to 20 mph and a meeting with District Cllr Milligan is planned. Air quality monitors have been promised and leaflets have been distributed to raise awareness of the impact on life and health of speeding through Cooksbridge and of air pollution from drivers not switching off engines at the level crossing. Hamsey Primary pupils have created posters to encourage drivers to switch off and these have been displayed at the Depot in Lewes at their COP 26 events to try to raise awareness amongst the whole of Lewes District residents.

Tree planting

Hedge planting is planned at Beechwood Hall on 21 November and further tree planting near Deadmanstree is planned for December.

Lewes Climate Festival

Cllrs Sue Fleming and Caroline Croft represented Sustainable Hamsey at the Lewes festival in September.

Lewes District Food Partnership:

Sue Fleming is representing Sustainable Hamsey on the Food Partnership Steering Group. Anyone with any interests in food, from any perspective, is invited to join a conversation about food and all the

issues that affect our lives and communities working towards a more sustainable future where we all have access to nutritious, affordable food.

