

## Hamsey Parish Council

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Mr K Kingston, Clerk to Hamsey Parish Council

Beechwood Hall & Rural Park, Beechwood Lane, Cooksbridge BN7 3QG, East Sussex

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### Draft Minutes of the meeting of HAMSEY PARISH COUNCIL held at Beechwood Hall & Rural Park on Thursday 13 January 2022 - 7.15pm

**Present:** Cllr T d'Arienzo, Chair  
Cllr D Pearson  
Cllr J Redwood  
Cllr K McBrown  
Cllr C Croft  
Cllr C Henry  
Cllr L McKendrick

**Apologies:** None

**In Attendance:** Mr K Kingston - Clerk/RFO to the Council.  
Cllr Mike Milligan (ESCC)  
Cllr Isabelle Linington (Lewes District Council)

*The meeting started at 7.15pm*

		Action
13.22.1	<i>Chair welcomes everyone to this meeting of the Parish Council .</i> <b>Apologies for absence</b> There were no apologies for absence	
13.22.2	<b>Questions from the Public</b> There were no questions from the public	
13.22.3	<b>Declarations of interest from any Councillor regarding items on the agenda.</b> There were no declarations of interest	
13.22.4	<b>Minutes of the council meeting</b> held on Thursday 11 November 2021 were agreed & signed as a true record.	
13.22.5	<b>Update on any matters arising from last meeting</b> None	

#### 13.22.6 Co – option of new Councillor

*This item was brought forward on the agenda*

Following the advertisement for a new Councillor following the resignation of Cllr Sue Fleming and having advertised the vacancy in accordance with Lewes District Council's election regulations and timetable it was agreed that the Parish Council would seek to co-opt a new Councillor until the next full election in 2023.

Councillor d'Arienzo was keen to attract a new Councillor from the Hamsey Lakes development and had previously met with Linda McKendrick the first resident of the development about the vacancy and Linda was keen to join the Parish Council. Cllr d'Arienzo briefly introduced Linda Mc Kendrick who in turn introduced herself to the other members of the Council.

Cllr d'Arienzo formally proposed Linda McKendrick to be co-opted to the Parish Council and this was seconded by Cllr Pearson and unanimously agreed by the Council. Councillor Mc Kendrick was then officially invited to join the meeting and duly signed the declaration of acceptance of office.

### **13.22.7 Notice of Motion re 20mph speed limit**

The proposed Notice of Motion was unanimously agreed and supported by Council and it was agreed that the Parish Clerk would forward the Notice of Motion to the appropriate officers/County Councillors at East Sussex County Council together with accompanying letter detailing some of the specific issues relating to the A275 through Cooksbridge and the 60mph national speed limit on the A275 going past the Hamsey Lakes development at Bevernbridge.  
**Action: Cllr d'Arienzo & Parish Clerk.**

In addition ESCC County Councillor Matthew Milligan updated the meeting re the current position regarding ESCC's policy and position stating that ESCC some six months ago rejected and dismissed 20mph speed limits through villages in East Sussex and that this was unlikely to change.

Cllr Milligan also informed the meeting that Wivelsfield Parish Council had recently rejected the 20mph notice of motion discussed by the Parish Council at its recent meeting and as yet Newick, Barcombe and Chailey parishes have yet to discuss the notice of motion. It was agreed that the Chair would contact these parishes to ascertain their position/decision regarding this matter. **Action: Cllr d'Arienzo**

Cllr Pearson would forward relevant correspondence from Wales who have been trialling in eight areas for 20mph zones in villages.

It was also reported that there is no speed sign in the new Hamsey Lakes development and it was agreed that Cllr McBrown would contact ESCC. **Action: Cllr McBrown**

### **13.22.8 Financial matters**

*Please note salaries are not privy to the public*

**a) To approve the following payments (including VAT).**

<b>Cheque No. or transaction</b>	<b>Payee</b>	<b>Amount £</b>
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number		
300516	Kevin Kingston – printer paper (£9.99), see through filing pockets (£1.99), HDMI cable (£5.99)	17.97
300517	Kevin Kingston – printer cartridges for beechwood hall office	20.99
300518	Kevin Kingston – November 2021 salary	-
300519	The Monday Group – Grant application agreed at Council meeting on 11 November	250.00
300520	Holiday pay for Natalie Kinch for 2020/21 and 21/22 agreed at Council meeting on 11 November	-
300521	Scribe accounting software – agreed at November council meeting	380.40*
711096940	G J Cockram – mow and strim 6/10 mow and strim and hedge cutting 5/11 – malthouse way	140.00
-	Kevin Kingston – December 2021 salary	- *
-	Tamsyn d'Arienzo – Christmas expenses for party and replacement lighting for sleigh	67.59
-	Lewes District Council - Collection/emptying bins at Beechwood Park for period 1/1/22 – 31/3/22	29.70*
-	Bank service charge as at 31 December 2021	18.00*

**All payments were approved.**

**b) To note the Councils current financial position**

The Council's current financial position as stated below was noted :

Balance per bank statement as at 3 December 2021	£
Unity Trust Account	43,247.46
Less any unrepresented cheques – Tamsyn d'Arienzo for £67.59:	67.59
Net balances as at 5 January 2022	42,362.03

### **c) 2022/23 budget and precept**

The Parish Clerk explained the three options presented in confidential report sent to all Parish Councillors and for a 0%, 15% and 26% increase in council tax for Hamsey Parish Council services in 2022.

The Parish Clerk also explained that as our budget looks quite healthy, it would be wise to create an earmarked (for agreed and specific projects) and general reserves budget from any excess funds which it is estimated, should we agree a 0% increase in the precept, would total approx £18,000 by the end of the financial year 2021/22.

It was noted that due to the number of development proposals in Lewes District, some of which could affect Hamsey, that additional resources may be required in future years should we wish to challenge any proposals affecting the Parish.

The Council agreed to option 1 detailed in the report for a 0% increase in the precept level for 2022 providing the Parish Council with a general budget and precept request to Lewes District Council for £18,215. It was also agreed that £5,200 would be transferred to an earmarked reserve budget for specific projects and a further £4,500 to a general reserve budget.

**Action: Parish Clerk to confirm precept request with Lewes District Council and set up new earmarked and general reserves budgets.**

### **d) Appointment of payroll provider**

The Parish Clerk explained that our current payroll provider would be retiring in March 2022 and new payroll provider was being sourced. Having discussed costs with three potential providers it was agreed that the quote provided by Knill James of Lewes was the most competitive at £390 per annum and it was agreed to appoint Knill James wef 1<sup>st</sup> April 2022.

**Action: Parish Clerk to contact Knill James.**

### **13.22.8 Planning matters**

The Parish Clerk reported one change to the planning notifications detailed on the agenda in that application number LW/21/0538 had now been approved/determined by Lewes District Council

Cllr Redwood reported that he still hasn't received a full response from the Lewes District Council/SDNPA link officer regarding the enforcement issues on the site opposite the Travellers site north of the Ditchling Road. Lewes District Councillor Isabelle Linington said that she would look into the issue and report back. **Action: Cllr Redwood to send information to Cllr Linington.**

When comparing unfavourably the service received from merged Lewes and Eastbourne run council to the service previously provided by LDC alone, Cllr McBrown reported that there was an issue with rats in Chandlers Mead which could be associated with bird feeding. It was agreed that Cllr McBrown would liaise with residents and report to Lewes District Council if appropriate. **Action: Cllr McBrown**

### **13.22.9 Grant applications**

There were no grant applications to consider. It was agreed that the grants application form would be published on the website with an explanation that we would only encourage small

grant applications as we only have a small budget. **Action: Parish Clerk. Chair to share on social media**

### **13.22.10 Beechwood Hall working group - update.**

Cllr d'Arienzo thanked Cllr Henry and McBrown for a great report. Cllr McBrown would be looking for some alternative idea for next Christmas later in the year so any ideas please forward to her.

Cllr d'Arienzo reported that the new footpath was nearly completed by Barcombe landscapes who have done a fantastic job and that quotes are being sought for the replacement toilet door – the cost of which will be shared by Beechwood Hall Trustees and the Parish Council.

### **13.22.11 Correspondence**

The monthly correspondence logs for November & December were noted with no matters arising.

### **13.22.12 Reports from meetings attended by Councillors or Clerk**

There were no reports from meetings

- **CIL bids**

It was agreed that we would try to complete a SDNPA CIL bid for EV charging points at Beechwood Hall and a Lewes District Council CIL bid for new playground equipment at Malthouse park play area. **Action: Cllr McBrown would prepare Lewes District Council CIL bid with support of Natalie Kinch and Parish Clerk**

Cllr d'Arienzo updated the meeting on the current position regarding the potential cycleway between Cooksbridge & South Chailey and between Lewes & Cooksbridge and hoped that Sustrans would be able to assist with feasibility study regarding possible routes which could potentially be funded by a further CIL bid and other sources.

### **13.22.13 Highway and traffic issues**

Wildflower planting – the proposal from James Newchurch at ESCC for wildflower planting on the verge adjacent to Littlemead flats and the verge between the Ditchling Road and Sequoia was agreed.

However it was agreed that James Newchurch should be informed that the Parish Council, subject to ESCC agreement, would like to place some new benches on the grassed area in adjacent to Littlemead flats in 2022. **Action: Parish Clerk to contact ESCC**

### **13.22.14 Rail and bus issues**

Cllr d'Arienzo thanked Robert Baughan and members of the Cooksbridge station partnership for their excellent and informative report which was noted. Cllr McBrown reported forthcoming line closures which would be published on Hamsey news and facebook pages.

Chair asked if the bus timetable has been updated. **Action: Parish Clerk to check and contact Compass buses if appropriate**

### **13.22.15 Police/Neighbourhood watch issues**

The police report was noted. It was agreed that we would approach Sussex Police to seek a date for a bike marking and a community engagement event in Cooksbridge. **Action: Cllr McBrown to contact Sussex Police and liaise with hall booking**

### **13.22.16 Environment**

Cllr Croft gave a verbal report on Environment issues including

- Re-wilding in churchyard and the creation of wildlife area in North Churchyard
- Tree planting at Beechwood Park
- Support and help offered by James Dodson re tree planting Dead mans hill
- Eco school/air quality visit to school was cancelled but will be re-arranged
- Sussex Wildlife Trust will be doing some bat walks in spring in the parish – Cllr Croft will inform dates to Parish Councillors

There followed a general discussion on a variety of issues which included:-

Potential funding/grants to create a community orchard if there was any available land. It was agreed that Cllr Croft would contact SE Water re land in Drove Road and Cllr Pearson would contact Southern Water re land at Offham. **Action: Cllrs Croft and Pearson**

Cllr McBrown would contact LDC Customer First re fly tipping in Drove Road. **Action: Cllr McBrown**

Parish Clerk would contact ESCC Highways overgrown hedge in Drove Road and road sign with graffiti in Offham. **Action: Parish Clerk**

### **13.22.17 To discuss general improvements to the Parish**

Queens Jubilee – there was a general discussion re events to commemorate the Queens jubilee in June 2022 including sponsorship, street parties, beacon lighting, event at Beechwood Hall. It was agreed that residents would be invited to form a small working party to discuss further. **Action: Cllr d'Arienzo**

### **13.22.18 Footpaths and rights of way**

Cllr McBrown reported that she had received some excellent outline designs from EIBE for the refurbishment of Malthouse Way Play area. The cost of the design is likely to be in the region of £30,000. However it was agreed that we should seek to get 3 competitive quotes for any refurbishment. **Action: Cllr McBrown to investigate further.**

The Parish Clerk reported that ESCC had now supplied the definitive map of footpaths in the Parish which is available in the office for information.

**13.22.19 Council policies**

The meeting agreed the GDPR subject to some minor amendments and that the Policy should be published on the website. **Action: Parish Clerk**

It was also agreed that a simple practical guide would be prepared and provided to all Parish Councillors. **Action: Cllr Henry and Parish Clerk**

**13.22.20 Future agenda items**

Pedestrian/Cycle routes between Lewes & Cooksbridge and Cooksbridge & South Chailey

Queens Jubilee update

Village survey discussion

Potential development issues/concerns to be held before next Council meeting. **Action: Cllr Redwood to arrange discussion/meeting**

**13.22.21 Date for future Council meetings in 2022**

The following dates were agreed:

Thursday 31 March (hall booked on 10 March)

Thursday 12 May

Thursday 14 July

Thursday 15 September

Thursday 17 November\*

*\*Subsequently to the meeting it was noted that there was a long standing booking on the 17 November 2022 and it was agreed that this meeting would be brought forward to Thursday 10 November 2022.*

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The Chair thanked all for attending and the meeting ended at 9.35 pm

Signed .....Chair

Date.....

Minutes taken by Kevin Kingston, Clerk and RFO to Hamsey Parish Council

