

## 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 Tuesday 20 September 2022 - 7.15pm**

#### **Present:**

Cllr T d'Arienzo, Chair  
Cllr L McKendrick  
Cllr K McBrown  
Cllr C Henry  
Cllr D Pearson  
Cllr M. Milligan (ESCC)

#### **Apologies:**

Cllr J Redwood  
Cllr C Croft  
Cllr I Linington (LDC)

#### **In Attendance:**

Kevin Kingston – Parish Clerk (minutes)  
Natalie Kinch  
Marie Owen (New Parish Clerk)  
No members of public

*The meeting started at 7.15pm*

		Action
	<i>Chair welcomes everyone to this meeting of the Parish Council</i>	
<b>20.9.1</b>	<b>Apologies for absence</b> Were received from Cllrs Redwood , Croft and Cllr Linington (LDC)	
<b>20.9.2</b>	<b>Questions from the Public</b> There were no questions from the public.	
<b>20.9.3</b>	<b>Declarations of interest from any Councillor regarding items on the agenda.</b> There were none	
<b>20.9.4</b>	<b>Minutes of the council meeting</b> held on 14 July 2022 were agreed and signed as a true record.	Parish Clerk
<b>20.9.5</b>	<b>Update on any matters arising from last meeting - action log</b> All actions on the action log are in progress or completing with the exception of action log item 7 which will be	

	<p>progressed at a later date. Cllr Henry informed the meeting that she has secured the applause event at a discounted cost of £400 and it will take place on 13th November.</p>	
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## 20.9.6 Financial matters

### a) To approve the Invoice payments made since the last meeting (including VAT).

**All payments were approved.** The clerk informed the meeting that there have been a series of problems with the purchase of football nets but it is hoped that this will be resolved in the near future.

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

The current financial position was noted and agreed. The clerk informed the meeting that the updated bank balances as at 31 August 2022 for the current account was £33,089.55 (which included the second precept payment from Lewes District Council) and the balance on the savings account was £12,009.96.

The Parish Clerk reported that he had just received notification from Lewes District Council that the Council elections in 2023 will cost the Parish Council a maximum of £2078 and that the provision should be made for this in preparing the 2023/24 budget. It was agreed that Cllr Henry would assist the new Parish Clerk in the preparation of the draft budget. **Action: Parish Clerk/Cllr Henry**

### c) Financial regulations

The updated and revised Financial regulations were approved and would be posted on the website. **Action: Parish Clerk**

### d) Internal/external auditors report

The internal auditors report was noted and agreed.

The clerk informed the meeting that a couple of queries were lodged by the external auditor which the Clerk has satisfactorily responded to and as a result we have now received a signed off external auditors report.

This queries lodged by the external auditor were the quite high level of monies in bank accounts over and above the precept amount (the Parish Clerk explained that we have a number of projects in the pipeline) and secondly a slightly higher than was expected salary expenditure (the Parish Clerk explained this was due to an overlap between old and new Parish Clerk and an additional payment made to compensate in lieu of leave not taken during 2021 which was agreed by Council)

### e) Hamsey Parish Council risk assessment

The risk assessment was noted and approved and would be posted on website. **Action: Parish Clerk**

### 20.9.7 Planning matters

All planning applications in progress, refused and determined since the last meeting were noted.

One more I just thought of, under planning Lindy asked whether the tree works conditions for Old Hamsey Lakes had been signed off/ satisfied (there's another word for this which sounds like voided)- so that's an action for Jim to find out please.

The Chair informed the meeting that Cllr Redwood has contacted AIRs re the support for the preparation of an updated Neighbourhood Plan and to ascertain whether this is the right time to update and revise it. A reply has been received and it was agreed that a small working party comprised of Cllrs d'Arienzo, Redwood and others who wish to be involved would meet to discuss next steps. **Action: Cllr d'Arienzo**

Cllr McKendrick enquired about the current position with regards to the Old Hamsey Lakes development and in particular the Section 106 agreement. The Chair responded stating that a number of emails have been sent to the Planning case officer for the development at Lewes District Council but as yet no responses have been received. The Chair has stated in these emails that the Parish Council would like to be included in the discussions about the 106 agreement and hoped that Cllr Linington would support our position with the Planning team at Lewes District Council.

Cllr McKendrick also asked if the tree works conditions for Old Hamsey Lakes have been signed off and satisfied by Planning. It was agreed that Cllr Redwood would contact Planning to ascertain. **Action: Cllr Redwood**

It was agreed that any further updates or responses to our emails would be passed to all councillors. The Parish Clerk agreed to send another email to the case officer. **Action: Parish Clerk**

Cllr Pearson enquired what progress has been made in respect of the two possible major development sites in the Parish. The Chair responded that Lewes District Council have not yet developed their assessment methodology for any of the three potential major development sites in the District.

### 20.9.8 Grant applications

A late grant application was received from Nurture and Nourish for £250 for a pilot three sessions sensory playgroup project/drop in sessions. The grant was discussed, unanimously supported and agreed. **Action: Parish Clerk for payment.**

Cllr Pearson informed the meeting that Southern Water have decided not to offer grants in 2022.

### 20.9.9 Beechwood Hall working group – update

Cllr d'Arienzo thanked Cllr McBrown for her excellent report which was noted.

Cllr d'Arienzo informed the meeting that she was investigating the grant to provide a Changing Places building to replace the toilet block in Beechwood Park. However the first round of funding for this, which has to be done through Lewes District Council, has been spent, with three changing places provided, and because of this Lewes District Council are not eligible to bid for monies in the second round. The cost of this Changing Places unit is in the region of £70,000.

Cllr d'Arienzo would investigate and explore other possible funding pots for the unit. **Action: Cllr d'Arienzo**

#### 20.9.10 Bevernbridge update

The Chair thanked Cllr McKendrick for her excellent and comprehensive report..

- **Lost woods project.**

Cllr McKendrick and Cllr d'Arienzo provided a disappointing update re Lost Woods project at Old Hamsey Lakes – it had been previously agreed by Antler homes that they would be supportive of the project which would be supported by the Woodland Trust who would provide support for fencing, tree works and funding for the project. However having passed the information to their legal department they are now not prepared to support the project because of issues over boundaries, liability and insurance etc.

It was agreed that further discussions on this would take place to ascertain if and how the project could move forward as it was felt that it would be too good an opportunity to miss.

**Action: Cllrs d'Arienzo and McKendrick to discuss further.**

- **Postbox**

The Parish Clerk has not yet had a reply re the postbox – he agreed to contact again.

**Action: Parish Clerk**

- **Spotlight on Tree**

Cllr Mc Brown pointed out that there was a very bright spotlight place on a tree close the Bevernbridge cottages. **Action: Cllr McKendrick agreed to investigate**

#### 20.9.11 Highway and traffic issues

- **Bus shelters at Bevernbridge**

Cllr d'Arienzo informed the meeting that Antler have agreed to install 2 bus shelters at Bevernbridge however ESCC Highways would not be prepared to maintain them.

It was agreed that the Parish Council would maintain them once in place and would add them to the Councils asset register and insurance schedule at the appropriate time. **Action: Parish Clerk.**

Cllr d'Arienzo has informed Antler/ESCC that a shelter with sides and seats is preferred.

- **Signs and street lighting at Bevernbridge**

Cllr d'Arienzo informed the meeting that she and Cllr McKendrick hoped to have further discussions and a site meeting with Dan Witcher at ESCC about signs and lighting and other highway issues.

- **Pavements near Downsview cottages/road closures**

Cllr McBrown informed the meeting that she was unhappy with the repairs to this footpath and would contact ESCC Highways again re this issue and she would be shortly posting information re November 5 road closures **Action: Cllr McBrown**

**20.9.12 Rail and bus issues**

Cllr d'Arienzo thanked Robert Baughan for his comprehensive rail report.

The 3 day closure of the railway crossing in October was noted and Natalie Kinch reminded the meeting that there were a few complaints re the position of the portaloos. It was agreed that the Rail Committee would contact Network Rail re this issue. **Action: Cllr Henry**

Cllr Milligan informed the meeting of the recent publication of the Bus Improvement Plan noting that the position of the one of the bus shelters in Cooksbridge may be relocated.

**20.9.13 Police/Neighbourhood watch issues**

Cllr McBrown informed the meeting that PCSO Shiner and Sussex Police will be holding a community event at Beechwood Hall on Friday 23 September to discuss any local issues of concerns with residents and to mark any bicycles. All residents were welcome to attend

**20.9.14 Environment**

Cllr d'Arienzo thanked Cllr Croft for her excellent report which was noted.

Cllr Pearson informed the meeting that he had contacted MP Maria Caulfield re fracking who replied to say that she is awaiting more details but would oppose any such move, and Cllr Isabelle Linington who stated that she could understand the concern, and any move would require the support of the local community.

**20.9.15 To discuss general improvements to the Parish**

Cllr d'Arienzo informed the meeting that she is meeting next week with Plumpton College students re improvements to Phone Books and improvements to the Chandlers mead entrance and that they will be working on designs for the area.

The Parish Clerk informed the meeting that he has just received an email from ESCC re grass verge cutting schedule for 2023 – this will be added to November agenda for discussion. **Action: Parish Clerk**

Cllr d'Arienzo informed the meeting that consideration should be given to a permanent flagpole mount near Chandlers Mead.

**20.9.16 Reports from meetings attended**

Cllr d'Arienzo updated the meeting in respect of the sale of the Platt and adjoining field stating that they are in the process of being sold but if the sale falls through the Parish

Council would be informed. The Parish Council are in talks with LDC about potentially procuring the sites for rewilding.

Cllr d'Arienzo informed the meeting that Chris Bibb (Lewes District Council) has secured funding for a feasibility study for a cycle path, and further funding from the forestry commission for more trees at Beechwood Park Cllr d'Arienzo. In addition to this Chris has been working with the Mushroom Farm and has supported them in obtaining funding for tress – our grateful and sincere thanks to be passed to Chris Bibb. **Action: Cllr d'Arienzo**

#### **20.9.17 Footpaths and rights of way**

Cllr Pearson reported that a new bridge at North end stream is now in place but some footpaths need to be re-established across some fields in the parish. The Malthouse way bridge repairs have been reported to ESCC who will be inspecting in the near future.

Cllr McBrown reported a dip in footpath and leak to footpath on A275 caused by recent SE Water works and agreed to report defects again to SE Water. **Action: Cllr McBrown**

It was reported that there is some storm drain blockages in the Parish. Cllr Milligan agreed to report this. **Action: Cllr Milligan**

#### **20.9.18 Correspondence list**

The correspondence lists for July & August were noted and it was agreed that these would be continued for the future as they provided a useful reminder of the correspondence received from other bodies and organisations. **Action: Parish Clerk**

#### **20.9.19 Council policies**

The review and update to standing orders is in the process of being prepared and will be presented to the November Council meeting. **Action: Parish Clerk**

#### **20.9.20 Future agenda items**

The review and update of standing orders

ESCC verge grass cutting options for 2023

#### **20.9.21 Dates for future Council meetings in 2022 /23**

Thursday 10th November 2022 at 7.15pm

The Parish Clerk and the Chair of the Parish Council will shortly discuss Council meeting dates for 2023. **Action: Parish Clerk/Cllr d'Arienzo**

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The Chair thanked all for attending and the meeting ended at 9.15pm

Signed .....Chair

Date.....

Minutes taken and prepared by Kevin Kingston, Parish Clerk/RFO