**DANEHILL PARISH COUNCIL**

**Minutes of public meeting during Danehill Parish Council Meeting held on Wednesday 21st April 2021 held virtually via Zoom. 7:30pm**

Present: R. Lewis (RL) (Chair), T. Blake (TB), N. Macleod (NM),, A Martin (AM) and M Lewer (ML).

Absent: R Wood (RW) – illness. M Mockridge (MM) – work

Emma Fulham Clerk to the Council was present.

**Cllr Galley** was absent due to purdah and local elections. His report had been circulated previously.

**Public:** Josh Watson the families and youth worker provided an overview on his activities to date and those planned and answered Cllr questions. He was thanked and invited to report back later in the year.

The public section closed at 7:50pm

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Present: Cllrs R. Lewis (RL) (Chair), T. Blake (TB), N. Macleod (NM), A Martin (AM) and M Lewer (ML).

Absent: Cllrs R Wood (RW) – illness and M Mockridge (MM) – work

Public – None.

In attendance. Emma Fulham Clerk to the Council was present.

1. To accept apologies for absence.

Cllr Wood and Cllr Mockridge.

1. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

The Chair reminded Cllrs to declare when necessary.

1. To Approve Minutes from Parish Council meeting held on 10th March 2021.

 **Unanimously approved and signed as true record.**

1. Matters Arising.

None.

1. Correspondence.

The list had been circulated prior to the meeting.

The Chair highlighted the main matters of consideration. There were no items to action.

Emma Gilliam’s resignation was noted.

1. Finance
2. To ratify Finance Committee Minutes
**Unanimously ratified.**
3. To accept internal auditor report.
**Unanimously accepted.**
4. To accept risk assessment
**Unanimously accepted.**
5. To accept bank reconciliation.
**Unanimously accepted.**
6. To accept asset list.
**Unanimously accepted.**
7. To accept governance statements 2020/21.
**Unanimously accepted.**
8. To accept accounting statements 2020/21.
**Unanimously accepted.**
9. To approve expenditure as itemised on the schedule.
**The schedule had been circulated and was unanimously approved for £56556.62**
10. To consider Rec freehold report if available and expenditure.

The Council considered the options for the purchase.
**After some discussion it was agreed by majority vote with one against to proceed with the purchase of the freehold at £40,000 plus legal costs up to £1500.**

**Further discussion with the legal advisers would be required on the overage wording / arrangement. It was agreed to instruct Surrey Hills Solicitors to act as conveyancers for costs up to £1500.**

1. To consider whether to proceed with multi-track project and expenditure as per tenders received.

The Council considered the options available.

**After some discussion it was agreed to postpone this matter due to financial constraints after purchasing the freehold however it was not dismissed entirely and could be reviewed again.**

1. To consider installation of a further path and other related expenditure on the pavilion

The additional costs and report had been circulated prior to the meeting.

**After some discussion, the following were approved (due to the works being undertaken by exisiting contractors and to ensure continuity the Council agreed unanimously to suspend financial regulations to get further quotes.)**

**Additional emergency decking costs of £1290.00 were ratified unanimously.
Further contingency works were agreed, and the Council ratified the invoiced works for £1685.00.
Path works £2740 were agreed unanimously to complete the pavilion works.**

1. To consider final project expenditure including flooring.

The Council considered further estimates and costs both to finish the project and ongoing.

**After some discussion, the following was agreed unanimously:**

**Flooring costs received from Dorrington Carpets were agreed up to £3134.37 including VAT.**

**Further path works to the side of the tennis court, repairs to the tennis court fence and lighting were deferred to a future meeting.**

**It was agreed to instruct the cleaner with ongoing cleaning costs at £10 per hour and an approximate cost of £20 a week ongoing which should be budgeted for.

It was noted that utilities would increase marginally with occupation.

It was also noted a fund for cesspit clearance/ repairs would be required in due course.

It was agreed to ask people to use the rec bin and / or take rubbish home and the Clerk was asked to get quotes for refuse collection should this be an issue.**

1. To consider a proposal for regular hire of the pavilion.

There were a few individuals keen to use the pavilion regularly as well as the current users Lindfield Football Club. The Council considered the matters of use and storage and the implication for other possible users.

**After some discussion it was agreed there would not be a restriction on regular hire albeit this would not be to the detriment of one-off community events (School / Ashdown weekend etc).
It was also agreed that a small amount of equipment could be stored on site under certain conditions for liability, access, and insurance to be covered off formally.**

*Cllr Lewer left the meeting 9:10pm*

1. To consider CCTV policy for adoption.

**The policy had been circulated prior to the meeting and was approved unanimously by the Council.**

1. To consider re-greening initiatives at the Rec.

The report had been circulated prior to the meeting and the Council considered the initiatives.

**The Council agreed unanimously to allow the climate group volunteers to plant wildflowers as outlined in their proposal and to reimburse them for expenses.
The Council agreed unanimously to stop the mowing of a section of the Rec to re-wild the bank.
The Council agreed unanimously to apply for granted trees for the lower bank to plant with volunteers in the autumn.**

**The copper beech tree proposal was deferred as awaited costs**.

1. To consider telephone box adoption and use.

The proposal from Cllr Wood was outlined. The Council asked the Clerk to find out some costs for consideration at a future meeting.

1. To receive update on Memorial Garden project and consider any expenditure requests.

Mike Mulford has completed the planting and the external tap had been installed. No further works or expenditure required at the current time.

1. To receive update on Cemetery project and consider any expenditure requests.

The Clerk provided an update.
**The Council agreed to spend £230.00 on the Lychgate noticeboard.**

1. To consider Planning applications to ratify emailed decisions and to consider those received since the agenda was published.

**The following decisions were all duly ratified.**

Application No. WD/2021/0504/F

Location: PETERS BRAE, CHURCH LANE, DANEHILL, RH17 7EY

Description: CONSTRUCTION OF AN ANCILLARY, PRIVATE, SINGLE STOREY POOL HOUSE WITH OUTSIDE HEATED POOL AND ASSOCIATED TERRACE.

**The Council supports the application subject to neighbours’ representations.**

Application No. WD/2021/0431/F

Location: ANNWOOD FARM, CHELWOOD GATE ROAD, CHELWOOD GATE, TN22 3HH

Description: PROPOSED INSTALLATION OF GROUND SOURCE HEAT PUMP AND REQUIRED GROUND COLLECTOR.

**The Council supports the application subject to neighbours’ representations.**

Application No. WD/2021/0534/F

Location: CHELWOOD CORNER, CHELWOOD GATE ROAD, CHELWOOD GATE, TN22 3HH

Description: PROPOSED SWIMMING POOL WITH ASSOCIATED PLANT ROOM AND HARD LANDSCAPING

**The Council supports the application subject to neighbours’ representations.**

Application No. WD/2021/0667/F

Location: HEATHER COTTAGE, ISLE OF THORNS, CHELWOOD GATE, RH17 7LA

Description: INSTALLATION OF AN IN-GROUND SWIMMING POOL AND CHANGE OF USE OF LAND TO RESIDENTIAL

**The Council objects to the application based on the residential ingress with the change of use of the land close to the Forest. The Council also has concerns over the proximity to the water course and the ability of the septic tank to cope with large amounts of water from a swimming pool.**

Application No. WD/2021/0717/F

Location: THE BARN, GRINDFIELD, FURNERS GREEN, TN22 3RP

Description: PROPOSED PITCHED ROOF FRONT EXTENSION

**The Council supports the application subject to neighbours’ representations.**

Application No. WD/2021/0363/F

Location: CHELWOOD VACHERY, WEST WING 1, MILLBROOK HILL, NUTLEY, TN22 3HR

Description: CONSTRUCTION OF A GARDEN STUDIO WITH CURVED ROOF AND PARTIAL DECKING TO FRONT AND ONE SIDE.

**The Council objects to the application as it is prominent and not in keeping with the character of the local landscape within the AONB.**

1. Councillor Reports.

Cllr Martin reported on the Ashdown Forest litter picking initiative.

Cllr Blake reported on the Climate Change group and WDALC meeting. He also reported on the planning cluster meetings.
Cllr Macleod reported on the issue with the SIDS and the ongoing maintenance issue on one of them.
Cllr Lewis reported on the pavilion project and expressed thanks to Cllr Lewer.

Cllr Woods report had been circulated prior to the meeting in his absence as follows: The fence between the memorial ground and the car park is still being abused can the beech hedge be replaced soon. The Spring Newsletter was posted with no problems thanks to postmen Addie and Scott. However, the electronic version was delayed owing to a gremlin in the programme after having a replacement hard drive fitted but all was completed by 15th April.

As part of the Keep Britain Tidy Campaign 2021 Roz Denman and myself are again co-ordinating a Parish Litter-pick on May 29th starting from CGVH and Danehill Club at 9.30am all helpers welcome contact numbers 07749 052657 or 01825 740658 or 01825 740562.

1. To consider the arrangements for PC meetings until September 2021.

The Clerk outlined the issues of virtual meeting arrangements with the current legislation ending in May and the possibility of delegated powers in the absence of physical meetings.
The Council agreed to review this at the next meeting which had been brought forward to early May to allow a virtual meeting.

1. Items for Reporting or Inclusion in Future Agendas.

Co-option and successional planning.

Meeting closed 10:15pm

Next Meeting: 5th May 2021