

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 14th January 2021 - 7.15pm

Present: Cllr T d'Arienzo, Chair
Cllr R Kelly joined the meeting at 7.35pm
Cllr K McBrown
Cllr S Fleming
Cllr C Perkins
Cllr C Henry
Cllr C Croft
Cllr I Linington – Lewes District Councillor

Apologies: None

In Attendance: Mrs N Kinch - Clerk/RFO to the Council.
No members of the Public in attendance

Meeting Started at 7.18pm

		Action
01.21.1	<i>Chair welcomes everyone to the meeting</i> Apologies for absence – as above	
01.21.2	Questions from the Public – none received.	
01.21.3	Declaration of Interest from any Councillor – none	
01.21.4	Minutes from the last virtual meeting held on Thursday 12th November 2020 were agreed and signed as a true record.	
01.21.5	Update on any matters arising from the last meeting – none	

01.21.6	Financial matters: <i>a) Council approved the following payments (including vat)</i>	
01.21.6.1	Council approved payment of invoices as detailed (including v.a.t) *Cheque No. 300451 Community Enhancement Award Certificate £18.00 *Cheque No. 300452 Community Enhancement Award Certificate £18.00 *Cheque No. 300453 Compass Travel (Sussex) Ltd – Replacement of Bus Stop Noticeboard screen – £22.12 *Cheque No. 300454 Cosmo Construction (UK) Ltd – Installation of new zip wire seat and chain plus infill of soil at Beechwood Hall - £504.00 *Cheque No. 300455 KPS Contractors Ltd- Grass cuts at Malthouse Way Play Park on 6/19 th Oct 2020 - £31.20 *Cheque 300456 - Nalc online event to be attended by Cllr Croft on 09.12.20 on the Impacts of Covid-19 on outdoor spaces *Cheque No. 300457 – Clerk’s Salary/GSuite expenses and Phone Contract *Cheque No. 300458 – Stationary expenses – Printer Ink & stamps – £26.59 *Cheque No.300459 KM Froude £45.62 for Parish Footpath Maps for dispensers *Cheque No.300460 Barcombe Landscapes LTD – Mowing at Beechwood Hall - £714.00 *Cheque No.300461 Clerk’s salary/ GSuite expenses and Phone Contract	
01.21.6.2	Council noted the current financial situation	
01.21.6.3	Update on the Co-Op direct Account – Clerk informs all that this account has now successfully been closed and the funds have been transferred to the Council’s only remaining Unity Trust Bank Account.	
01.21.6.4	Council considered the precept required for 20/21 and agreed a request for £18,213. Clerk explained to all that there would be a decrease in the precept request this year as the Council would use £2500 of reserves if needed. This means a decrease in Precept of £293 which equates to 1.6% and a decrease in Council tax of £1.77 equating to 2.6%. All in agreement.	Clerk to contact Andrew Clarke of LDC to request Precept by deadline of 5pm 15.01.21
01.21.6.5	All in agreement to appoint Steve Brentnall as the Internal Auditor and noted the increase in fees to £225.	
01.21.7	To receive any report from the Planning Committee	
01.21.7.1	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 asks Cllr Linington if there is an update on this particular planning application. Cllr Linington	Cllr Linington to keep Hamsey Parish Council informed on any updates.

<p>01.21.7.2</p>	<p>replies that this has been called in with the Planning Committee at LDC but as of yet no decision has been made.</p> <p>SDNP/20/05479/FUL Proposed conversion of west building to a two-bedroomed dwelling and subdivision of south building to four day-rooms (Partial alteration to permission SDNP/17/04678/FUL) Offham Barns The Street Offham BN7 3QE. Chair informs all that contact has been made by the Planning Committee with the owners of the land to better understand their plans and intentions.</p> <p>Council discussed the Interim Planning Statement from Lewes District Council and proposed documents for consultation. Chair informs all that the Planning Committee attended a virtual meeting with Matthew Hitchen from LDC on 25.11.20, whereby they discussed the Interim Planning Statement and proposals from Lewes District Council in reference to the Government's new rules on Planning and how that may affect Planning decisions. Chair notes that already identified Green Spaces within our local Neighbourhood Plan will remain protected and the Planning Committee will continue to discuss a response to the consultation before the deadline of 29th January 2021.</p>	<p>Hamsey Parish Planning Committee to continue further talks on the planning application SDNP/20/05479/FUL</p>
<p>01.21.7.3</p>	<p>No further updates available from LDC or SDNP on the outstanding Planning Applications.</p>	<p>Planning Committee to continue discussions for response to the Interim Planning Statement as proposed by LDC</p>
<p>01.21.8</p>	<p>Beechwood Hall – Cllr Henry offers an update on Beechwood Hall and informs all that a meeting was held on Wednesday 13th January, whereby it was decided the management group would now be named Beechwood Hall Working Group. Meetings to be held every 3 months. In attendance were Rose Baker- Hamsey School representative, Cllr d'Arienzo, Natalie Kinch, Cllr Fleming, Keavy McBrown – Hall and Website manager, Rachel Clifford – Book Keeper of accounts, Cllr McBrown – Booking manager and Cllr Henry who will Chair the meetings jointly in future. Unfortunately, Ian Ginn from CSP was unable to join the meeting. Hopes are to engage the Church with a representative in the near future. The meetings will be held to discuss the running of the hall and any future volunteer events/ groups and fund raising. With regards to the hall it has been decided that online availability should be explored. Chair explains that the upcoming projects discussed at the meeting were the All Weather Access Path. This has successfully passed round two of the CIL Development Grant and we hope to be informed of the next steps soon. The Drinking/ Bottle filling Fountain can be purchased using remaining CIL funding given to Hamsey Parish Council. Cllr McBrown states that Keavy has attended a webinar with regards to grant funding available to help with the loss of revenue</p>	

	<p>and shall be exploring all options in obtaining future grants to help assist funds.</p> <p>Chair thanks all involved and tells all that a Sole Trustee meeting shall be called for the end of January 21 / beginning of February to discuss and agree on issues with Beechwood Hall – in particular the veranda roof repairs. An email shall be sent to check for availability.</p>	<p>Sole Trustee meeting date to be confirmed</p>
01.21.9	<p>Council noted correspondence received since the last meeting and any action required –</p> <p>As on the agenda, Clerk mentions that KPS have not replied to two separate emails regarding the tree/hedge cutting enquiries at Cooksbridge Rail Station.</p> <p>Clerk had received correspondence from a resident on 19.11.20 regarding parking– Clerk has responded to the resident.</p>	
01.21.10	<p>Council considered any meeting attended – no reports received</p> <p>Chair reminds Councillors that reports are not expected from every meeting but only if needing to share relevant information. Chair remarked positively on the number of meetings and workshops attended.</p>	
11.20.11	<p>Council discussed any Highway and Traffic Issues –</p> <p>Cllr Fleming has asked for support to address the Pavement widening from the Rainbow to Hamsey School issue. Chair agrees and states that this issue can be investigated further to see if its viable but to ascertain whether a cycle lane could also be incorporated. Chair explains that getting works like this carried out can be a battle, for instance the pavement from Malthouse Way to the Garage at Offham took a long time to be repaired. Lots of liaising with East Sussex Highways as they felt it was not a high priority mainly due to lack of use, however Hamsey Parish Council fought their decisions and pushed back that it was a hugely concerning safety issue, that the pavement had deteriorated so badly and could cause a trip hazard with major consequences should a pedestrian fall in to the road and potentially onto a very busy A275 and in harms way of passing vehicles.</p> <p>Cllr Perkins requested to be allowed to join Highways alongside Cllr Fleming. Cllr Perkins highlights many issues within the area she resides and asks if the Highways areas could potentially be split into different categories with the Cllrs taking on different areas. One particular problem highlighted by Cllr Perkins is the path down Chandler’s Mead that has recently been cleared of over grown foliage and grass but now the path has been left in a deteriorating state along both edges. Concerns are this has created a trip hazard and Cllr Perkins asks whether this can be pursued further with LDC. This has also been reported by residents and Hamsey Parish Council. Cllr Perkins also raises concerns over the turning circle road at Chandler’s Mead becoming treacherous in freezing temperatures. Suggestion is to enquire whether LDC can provide a grit bin as to improve the safety of both home owners and council tenants that use the road to reach the path. Cllr McBrown raises concerns received today</p>	<p>The Pavement widening from the Rainbow to Hamsey School to be investigated further and contact made with East Sussex Highways in due course.</p> <p>All in favour of Cllr Perkins joining Cllr Fleming on Highways issues.</p> <p>Cllr Perkins to make enquiries further into the damaged pathway, Grit bin and verges on Chandler’s Mead and report back.</p>

	<p>on the Hamsey Community Facebook Page of the verges again in Chandler's Mead being damaged by large vehicles. Chair recalls the wheelbarrow planter from a resident, being placed on the verges to prevent this happening but unfortunately with lack of street lighting as evening falls, this is deemed a trip hazard and had to be removed.</p> <p>Suggestions from Cllr Perkins and Cllr McBrown are to possibly widen the verge area or possibly concrete the area. Options will be discussed further with East Sussex Highways.</p>	
01.21.12	<p>Parking Issues – Cllr Kelly gave a brief update that Parking Pals is now up all set with all parents from the school needing a parking space for drop off and pick ups now having been allocated one. At present the school is not fully operational and only open to a select number of students with the ongoing pandemic, so therefore this system is not fully needed yet. A big thanks goes to all resident's kind enough to offer a space for parents in need.</p>	
01.21.13	<p>Council considered and Rail and Bus Issues – Clerk discusses ongoing correspondence with Greg Thompson from Public Relations at Network Rail and request to have an on site meeting to discuss the impacts and investigation into the noise vibrations that are having such a detrimental and worrying effect on residents in the Parish, caused by the passing Freight trains. Clerk is awaiting correspondence back with a date. Cllr Henry and Cllr Perkins both state the noise vibrations can also be clearly felt from within their properties and are keen to discuss this further at the meeting regarding rail issues so they can carry this forward. Chair in agreement that the matter should be fully investigated as Network Rail have a duty of Care to their railway neighbours and to address any concerns with the utmost priority.</p> <p>Cllr Perkins requested a handover meeting to discuss Rail Committee matters with Ian Ginn of CSP, Robert Baughan formerly of CSP, Cllr Henry, Chair and Clerk.</p> <p>Cllr Perkins asked if the Buses are still running to schedule to which Clerk replies, we have had no correspondence saying otherwise. During the first lockdown period in March, the buses stopped their schedules completely however since being back up and running in the Summer and subsequently during the last lockdown in November, Compass Travel reassured us that they would continue to run the schedules but at a reduced capacity due to safety control measures in place.</p>	<p>Meeting to be held and further correspondence and investigation to be done.</p> <p>Meeting to be arranged to discuss rail issues – Chair to send Cllr Henry email details and then Cllr Henry to arrange a meeting</p>
01.21.14	<p>Police/ Neighbourhood Watch Issues- No police or Neighbourhood Issues have been reported to Cllr McBrown or Chair.</p>	
11.20.15	<p>Environment – <i>Unfortunately issues with Cllr Croft's microphone meant she was unable to speak but could use the chat function.</i> Cllr Fleming updates the Council on the planned Zoom call to set up an Environmental Group with seven definite attendees and 5 more possible volunteers. SDNP have advertised a few grants that Hamsey Parish Council could apply for to help with future</p>	

	<p>Environmental projects on their website. Cllr Fleming has been in talks with Lewes Wildflower Planting and been told about the seed planting initiative that gets school children involved in growing and nurturing seeds given to them. The cost of this project would be in the region of £100 in which Cllr Fleming asks if the Council would be willing to agree to it. Chair asks Cllr Fleming to draw up a proposal with the details after linking with the local school and seeing if they are willing to participate too. Cllr Fleming is keen to incorporate Cllr Kelly's previous suggestions of planting around the Parish and states this would help bring cheer to all and get the volunteer groups in to assist.</p> <p>Cllr Henry has offered to facilitate an online meeting for the Environment Group using Microsoft Teams.</p>	
11.20.16	<p>Council discussed the improvement ideas to the Parish-</p> <p>Cllr Kelly shares the good news that a successful Pizza company named Twisted Toppings are happy to visit Cooksbridge Station Carpark every two weeks, commencing on Tuesday 19th January 2021 between 5pm-8pm to sell their lovely Pizzas. The company currently run out of Chelwood Gate where they are very popular, offering delicious wood fired pizzas cooked from the van – with a range of toppings and even giving options for Vegan and Gluten free.</p> <p>Cllr Kelly has made enquiries into other retail vans and is awaiting a response regarding a potential Fish and Chip van.</p> <p>Cllr Henry asks Cllr Kelly if there's any provision yet for a Coffee van/ Pop up Café. This was a popular choice flagged on the survey sent out to residents regarding improvements to the facilities at Beechwood Hall. Cllr Kelly confirms she has details of a well recommended Coffee van from Seaford that are keen to come to Cooksbridge and offers the suggestion be to have the van located at Beechwood Hall, perhaps one afternoon per week to engage business from the many visitors to the park including numerous parents from Hamsey school children. Cllr Kelly shares with all that the over flow car park is proving very popular at this time due to the muddy conditions in the play park and on the field. Many children are using the hardstanding to ride scooters, skateboarders and even learn to ride bikes which is great to hear..</p>	<p>Cllr Kelly to correspond with the Fish and Chip vendor and the Coffee van for availability.</p>

11.20.17	<p>Council discussed Broadband issues across the Parish-</p> <p>Unfortunately, due to sound issues Cllr Croft could only use the Chat function to tell us her report.</p> <p>Cllr Croft writes that she has engaged a small group to look at options with regards to internet. A decision has been made to apply for Government vouchers available to get a contractor in to bring superfast broadband to residents in the Old Hamsey Area, where they are seemingly affected the most with broadband problems. Letters have been sent out to 30 households, which the group consider may be adversely affected by the ongoing issues and so far 9 have responded immediately that are interested. It is estimated they shall need between 7-15 households to be viable but this is met with great optimism of all. If you live in the Old</p>	
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	Hamsey Area and would like to know more information please do get in touch with Cllr Croft on carolinehamseypc@gmail.com.	
01.21.18	Council discussed the Barcombe Energy Initiative – Cllr Fleming circulated an email detailing the plans of the Barcombe Energy Initiative which is in the early stages of planning as to how local company Ovesco can help tackle climate change and make energy more sustainable and efficient starting with Barcombe. At present this programme has entered the consultation process with 200 residents of Barcombe Parish whose source of energy is currently Oil. The hopes are they will agree to roll out this to the Hamsey Parish if it proves successful in the current stages and funding is available.	
01.21.19	Council considered the impact of the Coronavirus Pandemic- Both Chair and Cllr McBrown remark that since the last meeting no changes have occurred to the required help needed although we have just entered a third lockdown period. Most residents seem to be able to get their prescriptions, food shopping and essentials as they need it. However, the WhatsApp groups for the Hamsey Covid responders remain operational and the helpline is available for anyone in need.	
01.21.20	Council considered GDPR Requirements and Website Accessibility- Cllr Henry has been researching GDPR requirements and is currently working on a policy for the Council to approve and adopt. Further discussions shall be had in GDPR requirements and email sharing in particular. Cllr Kelly tells all that Roger Withnell, the Parish Council website administrator has been appointed to ensure the website is compliant and all is in hand.	Clerk to remove the Website Accessibility from future agendas
01.21.21	Christmas – Chair informs all that the Christmas Sleigh borrowed from Newick last year has now very kindly been gifted to Hamsey Parish Council so we can continue to offer such a magical experience that seemed to be even more popular this year than last. It was truly amazing to see everyone come out to wave at Father Christmas, his Reindeer and the Elves. The previous owners have been very forth coming in that the sleigh had approx. £400 outstanding in fees to the carpenter that built it. In all at a cost of approx. £3500. The Parish Council are delighted to add this to our list of assets and the hopes will be to reclaim some of the expenses by charging roughly £150 to neighbouring villages in the Festive period should they wish to have their own events and use the Sleigh. The Sleigh has just been serviced and passed with flying colours and kindly no fee by B&B Trailers in Fletching. The Sleigh has to date been very kindly stored by Jamie's Farm however the dimensions are much larger than first thought and we are in desperate need to find a new safe and dry place to store the sleigh. Should you	Chair will meet with the carpenter to discuss the outstanding costs. If you have available space to keep the Sleigh stored – dimensions of 6.6 metres in

	<p>have a suitable place to store the Sleigh please do get in touch – we'd so like to be able to keep such an important asset that gives hope and enjoyment to everybody. All agreed to expense £100 to Jamie's Farm for storage fees.</p> <p>Cllr Linington asks if any local farmers can help with the storage but Chair replies this option has been investigated with a few being asked and unfortunately they have no available space.</p> <p>Cllr Linington offered the suggestion of asking the developers at Bevernbridge to use one of the empty business units. Chair has been in contact already to see if this is viable and they have offered an empty garage however the Sleigh is too large.</p> <p>Howard Eaton very kindly designed and erected the Christmas Tree lights next to Cooksbridge Rail Station. The aim was to bring a little light, joy and positivity to what has been a gloomy year for everyone. The objective too was to make it clear to roads users passing through and also people on the train that we may have a smaller community than some but we have a sense of space and our community is in our hearts. Howard Eaton kindly installed the lights for a significantly discounted cost of £500, instead of £2000. Big thanks go to Howard Eaton, and also to resident Wendy Darby for the use of her electricity in powering the trees.</p>	<p>length, 2.6 metres in height and 2.4 metres in width – please do contact clerk@hamsey.net or tamseyhamseypc@gmail.com.</p>
01.21.22	<p>Council discussed setting up a Business Committee- Chair explains the proposal to set up a Business Committee with Cllr Croft and local businesses in order to ascertain how we as a Parish Council can offer help and support.</p>	<p>All in favour of a Business Committee</p>
01.21.23	<p>Council discussed the policies and documentation sent out prior to the meeting for the following:</p> <p>To discuss policies</p> <ul style="list-style-type: none"> • Financial Regulations • Hamsey Parish Council Risk Assessment • Health and Safety Policy • Protocol to be followed in the event of a Death of the Monarch or Senior Member of the Royal Family <p>All in agreement to adopt all the policies.</p>	
01.21.24	<p>Items to note on a future agenda – none</p>	

01.21.25	<p>Agreed future meeting dates:</p> <ul style="list-style-type: none"> • 11th March • 13th May – AGM and APM timing tbc. • 15th July • 9th September • 11th Nov <p>Clerk requested that the Sole Trustees AGM be held on a different night to the Parish Council AGM and the APM – to be reviewed.</p> <p>Chair suggests that in light of last years cancellation of the APM and this year’s uncertainty that if the situation allows, the APM next year could be a bigger event where all volunteer groups will be formally invited to showcase what they do for the community.</p> <p>Cllr Perkins asks Council if Councillors can take time off of work to attend the virtual meetings and training courses on behalf of the Parish Council.</p> <p>Chair thanks all for attending and finished the meeting at 20.53pm.</p> <p>Minutes written by N. Kinch Clerk/RFO</p>	<p>Cllr McBrown to talk to Elements Martial Arts re timings on the APM and vacating Beechwood Hall.</p> <p>Cllr Perkins to find out from her employer and update Council.</p> <p>15.01.21</p>
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Signed..... Chairperson