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16th June 2021

The Chairman and Members of the Council,

NOTICE OF MEETING

Buxted Parish Council Members are summoned to a meeting of Buxted Parish Council to be held on Tuesday 22nd June 2021 at 7.00pm at The Reading Room, Church Road, Buxted

DUE TO COVID RESTRICTIONS AND LIMITED SPACE, IF ANY MEMBER OF THE PUBLIC WOULD LIKE TO ATTEND THE MEETING PLEASE CONTACT THE CLERK

At the discretion of the Chairman, members of the public may ask questions prior to the commencement of the business proper.

AGENDA

1. Apologies for absence
2. Declarations of members' interests in respect of items on this agenda
3. Minutes of the virtual parish council meeting held on 4th May 2021 (previously circulated) to be confirmed and signed
4. **Planning applications for consideration:**
 - 4.1 None

Applications received following the publication of the agenda: *To be added to if required*
5. **Responses submitted to Wealden District Council**
 - 5.1 Application: [WD/2021/0989/F](#)
Expiry date for response to WDC: 11th June 2021
Location: MERLINS, BURNT OAK ROAD, HIGH HURSTWOOD, BUXTED, TN22 4AE
Description: Change of use of land to extend residential curtilage and the construction of a new garage and machine store.
Response from Buxted Parish Council: the parish council request that a condition is applied to tie the garage to the dwelling and have no objections.
 - 5.2 Application: [WD/2021/1062/FA](#)
Expiry date for response to WDC: 14th June 2021
Location: LAND AT QUEENSTOCK LANE, BUXTED, TN22 4AR
Description: Minor material amendment to WD/2020/0970/RM (reserved matters pursuant to outline application WD/2019/1114/O (outline application for the erection of up to 9 no. dwellings, access and other associated infrastructure) involving variation of conditions 2, 4

and 7 to enable changes to external materials, alterations to doors, porches and size of windows, and changes to boundary treatment.

Response from Buxted Parish Council: no objections, recommend approval. (Cllr Rose declared a personal interest)

6 Applications determined/updated by Wealden District Council

- 6.1 Application: [WD/2021/0780/F](#)
Location: KILWORTH HOUSE, LONDON ROAD, BUDLETT'S COMMON, UCKFIELD, TN22 2ED
Description: Proposed single storey extension to side of property to form bedroom 1 and en-suite
Update: approved
- 6.2 Application: [WD/2021/0710/F](#)
Location: 14 ST MARYS GARTH, BUXTED, TN22 4LY
Description: Replacement of conservatory with single extension at rear and first storey extension over garage.
Update: approved
- 6.3 Application: [WD/2020/2641/F](#)
Location: 59 GORDON ROAD, BUXTED, TN22 4LJ
Description: Erection of single storey extensions to the front and side, and a part single, part two storey extension to the rear
Update: approved
- 6.4 Application: [WD/2021/0509/F](#)
Location: SPINDLES, HOWBOURNE LANE, BUXTED, TN22 4QB
Description: Erection of two detached dwellings and one detached garage to include access onto the A272 with pedestrian crossing point.
Update: refused
- 6.5 Application: WD/2021/0254/F
Location: Hopes Cottage, 43 Hurstwood Road, Buxted, TN22 4BB
Description: Small rear extension
Update: approved
- 6.6 Application: WD/2020/2115/FR
Location: WOODSIDE FARM, A26, HERONS GHYLL, UCKFIELD, TN22 4BU
Description: Retrospective application for the retention of various poultry/agricultural sheds and container.
Update: Approved
- 6.7 Application: WD/2020/2689/F
Location: 16 BRITTS FARM ROAD, BUXTED, TN22 4LZ
Description: 1ST floor timber extension.
Update: Approved
- 6.8 Application: WD/2021/0196/F
Location: COXBROOK, HURSTWOOD ROAD, HIGH HURSTWOOD, BUXTED, TN22 4BJ
Description: Demolition of garage and detached store. Erection of garage.
Update: Approved
- 6.9 Application: [WD/2021/0357/FR](#)
Location: SILVER BIRCHES, BUXTED WOOD LANE, BUXTED, TN22 4QE
Description: Part retrospective application for the change use of land to residential garden. A second storey extension over the existing single storey side extension, two storey extension to rear, new dormer window to side, replacement carport, new front porch and new garden office building.
Update: Approved

- 6.10 Application: [WD/2021/0500/F](#)
 Location: WINSFORD, BUXTED WOOD LANE, BUXTED, TN22 4QE
 Description: Alterations and first floor bathroom addition
 Update: Approved
- 6.11 Application: [WD/2020/2048/F](#)
 Location: HAVEN COURT, ETCHINGWOOD LANE, BUXTED, TN22 4PT
 Description: To change the use of land from agricultural to mixed agricultural and private equestrian. to construct a stable block and manege for private use only.
 Update: Approved

7. ESCC/WDC report

8. End of Year Accounts and Audit

For all members of the parish council to acknowledge receipt of the end of year finance documentation as emailed by the clerk and responsible financial office (RFO) Claudine Feltham.

Prior to the parish council meeting, the following list of reports were circulated:

- Bank reconciliation for current account to 31st March 2021
- Bank reconciliation for off-site play equipment account to 31st March 2021
- Bank reconciliation for hall account to 31st March 2021
- Bank reconciliation for youth council account to 31st March 2021
- Bank reconciliation for reserves account to 31st March 2021
- Cash and investment reconciliation to 31st March 2021
- Ear marked reserves to 31st March 2021
- Summary receipts and payments to 31st March 2021
- Detailed receipts and payments to 31st March 2021
- Trial balance to 31st March 2021
- Annual return detail to 31st March 2021
- Previous years internal audit report
- Unsigned AGAR documents for year 2020-2021

9. Acknowledge receipt of the internal auditors report for 2020-2021

10. **ANNUAL GOVERNANCE STATEMENT:** To review the effectiveness of the system of internal control and prepare and sign Section 1 – Annual Governance Statement 2020-2021 of the Annual Governance and Accountability Return

11. **ANNUAL ACCOUNTING STATEMENTS**

For full parish council to consider the Accounting Statements in Section 2 of the 2020-2021 Annual Governance and Accountability Return – considered and acknowledged. Resolve that full parish council approve the Accounting Statements

12. For the Chairman to sign the annual Accounting Statements (Section 2 of the Annual Governance and Accountability Return 2019-2020)

13. Notice of public rights and publication of unaudited annual governance and accountability return

14. Outstanding matters – For Information Only unless otherwise stated:

- Mobile Phone Coverage
- Public footpaths
- Trees
- Road Safety:

- Noted improvement to path way east of Buxted – Redbrook Lane to Toll Farm and thanks to Cllr. Galley for his assistance; acknowledge commencement of parish council grass cutting
- Update of 'village gates'
- Speedwatch demise and follow up action by PC
- Fingerpost renovations
- Wealden Local Development Framework – Local Plan:
- Property issues:
 - Reading Room renovation – Fire Safety Assessment Report
 - Buxted Football Club – replacement of vandalised defibrillator
- Communications Matters

15. Correspondence – circulated prior to the meeting

P1 – Tipple & Toppings: Request to position Pizza Van in Ionides Car park fortnightly on a Tuesday

P2 – Local Resident – Request for a litter bin to be installed at St Margaret's Church, Buxted

16. Finance:

- (i) to agree to approve the payment list for June 2021
- (ii) to approve the bank reconciliations for April/May 2021
- (iii) to receive the RBS reports: EMR, Cash & Investment Reconciliation, Receipts and payments to date.
- (iv) Accounts summary – circulated separately to councillors, to be attached to minutes

17. Reports on other meetings attended by members

18. Members questions

19. Announcements – a) Chairman of the Council; b) Clerk to the Council



R Macklen, Clerk to the Council

Copy to ESCC Cllr R Galley, WDC Cllr Illingworth

See below: ongoing issues reported to ESCC Highways:

DATE RAISED	CASE NO	DESCRIPTION	OPEN/CLOSED RESOLUTION
21/12/2020 ONGOING	00529461	Britts Farm Alleyway – access through difficult due to blocking by vegetation and fallen fence	21/12 – passed to officers 31/3 – map received by clerk showing part of alleyway in ownership of Highways and part Rights of Way Team. Clerk written to Rights of Way Team to ask that trees on their part (footpath 67) be assessed. 31/3 Rights of Way Team confirm the trees are on ESCC land however could be the responsibility of the landowner which ESCC are not. I wait to be advised.
21/12/2020 ISSUE CLOSED	00527587	Switching off of street lamps in Britts Farm alleyway, or at least switching off one on 24 hours	21/12 – passed to officers 26/1 – still being discussed by officers 22/2 – resident advised that the orange light has now changed to a bright white

			<p>light and is still on 24 hours (so worse situation)</p> <p>10/3 – apologies from ESCC for slow response. Explanation of why lamp was changed to white light. Still looking at putting timers on lights</p> <p>11/3 – Response by clerk. Crossed wires, we want the lights turned off not on timers.</p> <p>23/3 – ESCC confirm they are still looking into being able to switch off lights</p> <p>15/4 – ESCC confirmation that lights cannot be switched off for safety reasons but will be replaced with different bulbs and will not be on all night. Works will take place late summer</p> <p>ISSUE CLOSED (for now)</p>
21/01/2021 ONGOING	00539076	Blocked drain outside St Mary's Church, Church Road, Buxted	25/1 – passed to officer to investigate
27/01/2021 ISSUE CLOSED	00541323	Width of pavement between St Raphaels and Toll Farm Triangle, Buxted	<p>27/1 – passed to officers.</p> <p>9/2 – officers could not identify location they need a better description! Email response sent.</p> <p>31/3 – after more correspondence between Cllr Galley, ESCC Officer Johnson and Local Resident, Cllr Galley has confirmed this matter cannot be pursued any further. Pavement is a fair width, and the hedge has been recently cut back. Engineering works and cameras will not be installed by ESCC on this section of road.</p> <p>20/4 – Cllr Galley confirmed hedge and width of pavement will be investigated by Highway Steward</p> <p>30/4 – Highway report that one owner of the hedge is disputing that it is their responsibility to cut the hedge. Passed to Enforcement. Until hedge cut back Highway Steward cannot ascertain if siding works are required.</p> <p>May 2021 – edged of overgrown pathway cut back along with hedges alongside the road.</p>
09/06/2021	00585063	Junction of Howbourne Lane/A272, Buxted	Overgrown verge making visibility dangerous. Reported to Highways

Basil Ionides Memorial Trust – Updates – 22nd June 2021

1. Search for groundsman for site – update
2. CLOSED SESSION