



BUXTED

PARISH COUNCIL

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13th December 2022

MINUTES

Minutes of the meeting of the Council held in Five Ash Down Village Hall on Tuesday 13th December 2022 at 7.30p.m.

Present: Cllrs. Blandford (Chairman), Coxon, Humphrey, McQuarrie, Marshall, Roberts, and Rose.
Also present: Clerks Beccy Macklen and Claudine Feltham.

Public: No members of the public

01/12/22 **APOLOGIES FOR ABSENCE**

Apologies received and accepted from Cllr Wilson and ESCC Cllr Galley
No apologies from Cllrs Illingworth or Johnson

02/12/22 **DECLARATION OF MEMBERS INTERESTS**

All councillors declared a personal interest in any matters relating to the Ionides Trust by virtue of the parish council being managing agents of the site.

Cllr. Rose declared a prejudicial interest in any matters relating to the land west of Church Road (Beechbook Park) due to having owned part of the application site

03/12/22 **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 8th November 2022 were signed by the Chairman as a correct record of the meeting.

04/12/22 **ESCC/WDC REPORT**

In the absence of ESCC Cllr Galley and WDC Cllr Illingworth, there were no updates.

05/12/22 **TO CONSIDER THE RECOMMENDATIONS FROM THE FINANCE COMMITTEE FOR THE BUDGET SETTING FOR 2023-2024**

The chair of the Finance Committee Cllr Roberts reported back from the Finance Committee held on 22nd November 2022 at which a draft budget for 2023/24 was considered. At this meeting, the Finance Committee resolved subject to full council approval a precept rise of 9% which equates to approximately £8,000 rise in precept to a total amount of £114,450.

Members went on to discuss the proposals and considered the budget setting and precept recommendations from the Finance Committee.

IF AGREED TO APPROVE THE BUDGET

Proposed by Cllr McQuarrie and seconded by Cllr Marshall, the council approved

the budget and precept request of £114,450 for the budget year 1st April 2023 to 31st March 2024.

06/12/22 TO CONSIDER THE PRECEPT REQUEST RECOMMENDATION FROM THE FINANCE COMMITTEE FOR 2023-2024, AND APPROVE FOR THE CHAIR AND CLERK TO SIGN THE PRECEPT FORMS ONCE RECEIVED FROM WDC

Members agreed for Clerk/RFO and Chair to sign the precept request forms and submit them to WDC.

07/12/22 NEW HALL/READING ROOM – UPDATE

Reading Room – WDC have finally responded and will be producing a new Section 106 Planning agreement to release the Reading Room from the new hall permission, but not until the Parish Council has confirmed it is happy with the ‘pre-commencement condition’ document. The clerk has queried this and was advised that an officer report including all details and conditions has been written but will not be made public until the pre-commencement condition document was signed. Councillors discussed this and were confused as to why we are being asked to sign this as the council had not come across this before. Members were very wary of signing any document that commits any developer of the site to conditions without first viewing all documentation. The clerk was asked to request all paperwork prior to any document being signed. If this is not forthcoming, it would be requested that the application be referred to the North Planning Committee at which point (and prior to any approval or condition document being signed) a full report would be available which would include all conditions.

New Hall – Quite remarkably AiRS have also responded apologising for the delay and have advised they are happy to come to a parish council meeting and explain how the organisation can help the Parish Councils with its hall project. The clerk has suggested attending the meeting in January.

08/12/22 OUTSTANDING MATTERS

Mobile Phone Coverage: Nothing to report.

Public footpaths: Nothing to report

Trees: Nothing to report

Road Safety: Nothing to report.

Wealden Local Development Framework: Earlier that day the clerk had attended an online Parish Cluster meeting held by WDC at which the following information was relayed to members:

1. The Govt new proposals could take away the required 20% buffer on the 5-year housing supply need, but this, like everything else in the consultation could be changed. There are a lot of proposed changes, but some may not make it to publication.
2. The Govt consultation on the new planning proposals should be out before Christmas but will not end until April 2023
3. WDC will need to consider all proposals and make sure its Local Plan is robust and reflects proposed changes
4. This will have an impact on the timing of the publication of the Local Plan. The plan cannot be published until the consultation period finishes (April 2023) by which time they are in pre-election period so nothing will be published until after the elections, so earliest would be May 2023
5. In the meantime, WDC will continue to publish key studies supporting the

Local Plan as they are aware of the Govt aspiration of having local plans in place by 2024

6. WDC Planning is having trouble recruiting officers. They have tried four times to recruit a Senior Officer for the north team, five times for deputy team leader in the south; and two times for a north officer. This means they have a series of consultants assisting predominately in the major's south team
7. The clerk to Hellingly Parish Council raised the newly proposed Neighbourhood Priority Statement and what WDC know about them. WDC commented that they are not yet aware of what they are of how they can be used to shape development. There has been an uneven take up of Neighbourhood plans especially in urban areas and the Neighbourhood Priority Statement could be a quicker way of setting out local priorities, however they would have to wait until the Government consultation to find out more details.

Property issues:

- **Fingerposts – consideration of quotes for repair/replacement/refurbishment.** The clerk was able to secure two quotes to replace/refurbish/repair all fingerposts in the parish. Members discussed the quotes and **resolved** that the contract should be awarded to JAKKS. The council had tried to obtain three quotes but due to the specialist nature of the work only two could be sourced. Proposed by Cllr Marshall and seconded by Cllr Rose it was **resolved** JAKKS would be awarded the contract.
- **Consideration of quotes to register unregistered land owned by the Parish Council –** Prior to the meeting the clerk circulated a report listing three quotes. It was agreed to request Roger Taylor of Wellers Law Group to carry out this work for the parish council.

Communications Matters: Nothing to report.

09/12/22

CORRESPONDENCE

No priority correspondence

10/12/22

COMMITTEE MEETINGS

Finance Committee 22nd November – see minute 05/12/22 above.

11/12/22

FINANCE

- i) **Payments:** On the proposal of Cllr. Humphrey seconded by Cllr. Roberts, payments totalling £13,017.81 covered by cheque numbers 4957 and 4956 plus direct debits were approved.
- ii) **Bank reconciliations:** The clerk had circulated completed reconciliations for November which were signed
- iii) **RBS reports:** Ear marked reserves, Trial Balance, Receipts and Payments, Cash, and Investment Reconciliation - **noted**
- iv) **Wealden CAB grant application – agreed** to award a grant of £800 in next year's grant payments.
- v) **Conclusion of the intermediate internal audit for 2022-2023, to receive the internal auditors report and consider any recommendations - Noted**
- vi) **For council to agree the opening of additional bank accounts to move funds for purposes of Financial Services Compensation Scheme which covers up to £85,000 per bank – agreed** the clerks should investigate the options.

12/12/22

OTHER MEETINGS

No other meetings

13/12/22

MEMBERS QUESTIONS

None

14/12/22 ANNOUNCEMENTS

Thank you to Maresfield PC for the residents of Nutley helping people stuck in the traffic on the A22 during the recent snow.

The meeting closed at 8.15p.m.

See below: ongoing issues reported to ESCC Highways:

DATE RAISED	CASE NO	DESCRIPTION	OPEN/CLOSED RESOLUTION
<p>21/12/2020 CLOSED</p>	<p>00527587</p>	<p>Switching off of streetlamps in Britts Farm alleyway, or at least switching off one on 24 hours</p>	<p>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 light and is still on 24 hours (so worse situation) 10/3 – apologies from ESCC for slow response. Explanation of why lamp was changed to white light. Still looking at putting timers on lights 11/3 – Response by clerk. Crossed wires, we want the lights turned off not on timers. 23/3 – ESCC confirm they are still looking into being able to switch off lights 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 19/7 – clerk chased an email sent asking for further clarification as to why lights cannot be switched off 22/9 – clerk forwarded email to Cllr Galley to help chase 06/10 – ESCC response explaining why lights cannot be switched off and that new lamps would be better and can be fitted with guards 11/10 – local residents do not accept this response and still wish to have lights switched off. Clerk responded to ESCC with the suggestion of a site meeting to show that it is not a used footpath during the dark Jan 2022 – Highways officer offer to change lighting to reduced light and to switch off from midnight to sunrise. Residents do not agree to this and still want lamps removed or permanently switched off 7/3/22 – Highways agreed to make investigations with a view to removing lights 16/5/22 – Highways responded advising they require an anonymous survey of all residents of Britts Farm Road to prove it is what is wanted but they do not have the resources to carry this out. Clerk has asked exactly what format the</p>

			<p>questionnaire should be in so the PC/local residents would undertake task</p> <p>25/5 – ESCC response they do not have an anonymous survey as they have never carried one out before. Clerk to draw up a survey which will be circulated by a local resident</p> <p>9/6 – 13 anonymous letters hand delivered to 13 most affected residents</p> <p>26/6 – 9 letters returned. 61% agreeing lights should be switched off. Email to Roy Galley providing info before it is sent to Highways.</p> <p>20/9 – results of survey sent to ESCC. Notification of receipt and passed to Asset Management Team</p> <p>22/9 – Email received from Asset Management Team advising they are not therefore able to agree to completely turn off or remove the streetlights from this location. However, they are happy to reduce the lighting time from the current switch off time of 1am to 11pm to reduce the impact on residents adjacent to the path.</p> <p>1/11/22 – Cllr Galley confirmed after discussion with ESCC that this is the final decision. Local residents are not happy with this decision. Parish Council to consider any further action at its meeting on 8/11/22</p> <p>8/11 – Parish Council concluded it had taken this matter as far as possible and accepts the compromise of switching lights off at 11pm instead of 1pm. Clerk to request this is done by ESCC</p>
21/01/2021 ONGOING	00539076	Blocked drain outside St Mary's Church, Church Road, Buxted	25/1 – passed to officer to investigate
17/02/2022		<p>A272/Budletts Lane is deteriorating again and needs resurfacing. It is now becoming dangerous when vehicles are trying to avoid potholes are going onto the wrong side of the carriageway.</p> <p>Etchingwood Lane is absolutely dreadful</p> <p>Millwood Lane is getting terrible towards the timber yard.</p>	Roy Galley visited each site with Highway Steward
28/03/22	00673252	Licence application to install a dog waste bin on highway verge in Five Ash Down	<p>28/3 – application for licence submitted to ESCC – confirmation received and passed to Licencing department</p> <p>28/6 – No response received from Licencing, so a chasing email sent</p> <p>August 2022 – site meeting with ESCC to agree location of new bin.</p> <p>September 2022 – Location agreed with WDC. Clerk completing licencing forms for ESCC</p> <p>November 2022 – Costing being agreed</p>

			at PC meeting and payment for licence being made 8/11 – costing agreed, and cheques sent to ESCC for licences
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13th December 2022 - Ionides Trust Update:

- 1. Set date for Ionides AGM in February – Following the Parish Council meeting on 7th February (moved from 14th February)**
- 2. Bonfire site following Buxted Scouts Bonfire Evening – The site was cleared very well but the trust is not sure the turf was removed prior to the bonfire. The site to be checked again but Scouts may be asked to returf the site. The Trust also wanted to thank the Scouts for the poppy display.**
- 3. Amendment to Charity Commission registration to remove individual councillors to ensure ‘Buxted Parish Council’ is the sole Trustee – following advice from the internal auditor and previously mentioned by AiRS, individual members were removed as trustees from the Ionides Trust charity as the Parish Council as a body is the only trustee.**

Closed 8.20pm