



# East Dean & Friston P a r i s h C o u n c i l

**Minutes of the Parish Council Meeting held on Thursday 07 March 2024 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 7.30 pm**

**Councillors present:** Cllr P Seeley (Chair), Cllr G Fowler, Cllr M Bustard, Cllr C Lees, Cllr D White and Cllr P Hill

**In attendance:** District Cllr D Greaves (item C.919 - 924); S Adeniji (Parish Clerk)

*There were 2 members of the public present*

## **Public Session**

*None*

*The Chair closed the Public Session and opened the meeting.*

**C.919 Acceptance of apologies for absence:** Cllr G Street, Cllr T Bryant, Cllr H Milligan, County Cllr S Shing

**C.920 Declarations of Interests:** - None.

**C.921 Minutes of the parish council meeting held on 1 February 2024 –.** The minutes of the parish council meeting held on 01 February 2024 were confirmed as a correct record and signed by the Chair.

## **C.922 Report of the Member of Parliament**

The council took note of a written report from Maria Caulfield MP on general constituency matters,

RESOLVED - That the report of the Member of Parliament be noted.

## **C.923 Report of the County Councillor**

The council took note of a written report from County Councillor David Shing on general constituency matters, including news that ESCC proposes to increase its Council tax by 2.99% and 2% for adult social care and that ESCC Highways have introduced an additional way for residents to report highway matters such as potholes, broken slabs or street lighting defects. This can be done via the website [fixmystreet.com](http://fixmystreet.com). The report also states that Cllr Ching will follow up on the issue raised on Downsview Lane and the flooding issue in Upper Street.

RESOLVED - That the report of the County Councillor be noted.

**C.924 Report of the District Councillor**

Wealden District Council (WDC) Cllr Greaves reported on the following matters:

- a) Draft Local Plan – At an Extraordinary Full Council meeting on 8th February it was decided that the draft local plan be released for public consultation. This will commence in March and run for 8 weeks. There will be a virtual exhibition and drop-in sessions. The website link for this is <https://consult.wealden.gov.uk/kse/>. The draft local plan allows for 15,729 new homes to be built by March 2040. The consultation dates run from 5 p.m. Friday 15th March until 5 p.m. Friday 10th May
- b) Council Tax - The Wealden District Council of the Council Tax for 2024/25 will increase by 2.99% (the maximum permitted and the same as last year).

Cllr Greaves was asked if he was aware of any parish council that has taken over the management or ownership of the car parks in their parish as the Parish Council is considering whether to approach Wealden District Council to offer to take over the village car park, this would enable the parish council to keep the car park free of charges. Cllr Greaves responded that he was not aware of any parish council that has taken over ownership of their car park.

RESOLVED - That the report of the Wealden District Councillor be noted.

**C.925 Update from the meeting of 4 January 2024**

None as most of the items are on the agenda.

**C.925 Introduction of 20mph zones in the village**

Cllr Seeley introduced report 8 on proposals to introduce 20mph zones in the village. He explained that the Parish Council has been working with ESCC Highways. The original proposal, agreed with the PC, was to seek 20mph zones in Upper Street, Lower Street, Micheldene Road, Windmill Lane and Gilberts Drive. After initial discussions, Gilberts Drive has not been included in the scope of works as it was not supported by ESCC Highways.

The next stage of the process is to install a traffic monitoring system at four locations which will monitor speed and volume of traffic over a seven day period. The cost of this work is £1288 plus VAT.

RESOLVED – That the Parish Council approves the expenditure to ESCC Highways of £1288+vat for survey works at Upper Street, Lower Street, Micheldene Road and Windmill Lane, Friston.

**C.926 Annual Village Meeting 2024**

The council took note of report 9 regarding plans for the annual village meeting. It was agreed that the only topic is the Neighbourhood Plan. A concern was raised about the 12<sup>th</sup> of March deadline for written reports, which the Parish Clerk agreed to extend to the 19th. Cllr Fowler agreed to run the bar and Cllr Seeley will buy the drinks.

RESOLVED – That the update on plans for the Annual Village Meeting be noted.

**C.927 Play Area Annual Inspection Report 2023**

The council considered report 10 it was noted that Wicksteed conducted its annual inspection of the Recreation Ground Play-Muga Areas in September 2023, and a Summary Report listing all its findings has been distributed to Members. Wicksteed has now furnished the Council with the cost to carry out the repair work highlighted in its report.

RESOLVED – To approve the quotation of £1,941.76 + VAT from Wicksteed for repairs to the Play Area following the Annual Inspection.

**C.928 Proposal to Introduce a Road Levy on the Private Estate**

The council considered the proposal by East Dean Downlands (Roads) Ltd (EDDR) to introduce a ‘build levy’ effective from April 2024 to help fund ongoing road maintenance.

The levy is a fee from the owner/developer in recognition of potential wear on the roads by delivery/construction traffic. The levy will initially be based on the m<sup>3</sup> of any proposed construction/development/extension on a tier system:- i) ≤30m<sup>3</sup> £750; ii) >30m<sup>3</sup> £1,500; iii) new/rebuild of property £2,500.

As the Parish Council is a statutory consultee, it reviews all planning applications for the area. It is proposed that where any application is for the development of a property/site on the Downlands Estate, the parish council will forward details to the EDDR – including the name of the applicant, developer (if different and if known); SDNPA application reference; and any comments/recommendations it may have resulting from its review. EDDR will review the information provided by the parish council, including accessing the SDNPA website (Planning section), and determine if the Build Levy should apply. If so, EDDR will contact the applicant, with details as above, requesting an appropriate payment if the application is approved, and before any development work commences.

This procedure will be reviewed and discussed with the PC after one year of operation.

RESOLVED – To endorse the proposal by East Dean Downlands (Roads) Ltd to introduce a road levy on the private estate north of the A259 for all building works.

**C.929 Councillor Attendance for 2023/24 Municipal Year**

The council took note of Report 12 which highlighted the meeting attendance record for the current municipal year. It was noted that the maximum possible number of meetings is 9 both for the Full Council and Planning Committee respectively as there were no full council meetings in September and the planning committee meeting was not held in January 2024. Councillors who wish to step down are advised to contact the Chair.

RESOLVED – To note the meeting attendance record for the current municipal year.

**C.930 Payments and Receipts**

The council took note of Report 13 listing the payments to be made in March 2024 and noting receipts for February 2024. *[Note: the complete Payments Schedule is appended to these Minutes].*

RESOLVED – That the payments totalling £13,772.13 be approved.

**C.931 Business In Progress**

The council received and took note of Report 14 on progress made since the meeting on 01 February 2024. The following items were discussed:

**a) Approve the quotation for “Please avoid parking” signs at Crowlink Slip Road**

Members considered and discussed the quotation for new signs at Crowlink. It was agreed that Cllr Hill would follow this up as he arranged the original signs, which were produced by Simpsons. The wording should be “No parking”

RESOLVED – To agree that Cllr Hill should instruct Simpsons to produce new “No parking” signs at Crowlink Slip Road.

**b) Approve the quotation of £1757 + VAT for resurfacing the footpath between Sussex Gardens and Downsview Lane.**

Members noted that the footpath between Sussex Gardens and Downsview Lane needs resurfacing as the surface has broken up and is hazardous for older people in its current state. There have been several requests from residents to repair it.

A quotation has been received from Roadways (Hailsham) to break out high areas, sweep loose materials, remove spoil from the site, apply bitumen tack coat, regulate low areas with macadam and overly with 20mm depth AC6 close surface 100/150 L/S consolidated with heavy wacker plate. Approx area 20 sqm and the quotation is for the sum of £1757.00+VAT.

RESOLVED – To approve the quotation of £1757 + VAT for resurfacing the footpath between Sussex Gardens and Downsview Lane.

**c) Consider sending two representatives to the SDNP East Sussex Hustings on 15th March 2024.**

It was decided that as the parish council representative is unable to attend the hustings, there is not much point in sending two representatives especially as there will be no voting at the event.

RESOLVED – Not to send any representative to the SDNP East Sussex Hustings.

**d) Update on the planning application at Black Robin Farm.**

Members were made aware that the planning application was approved by the SDNPA on the 15th of February 2024. The minutes of the meeting have not yet been published.

RESOLVED – To note the decision of the South Downs National Park Authority.

**e) Planning Statistics from the Deputy Clerk.**

RESOLVED – To note the planning statistics from the Deputy Clerk.

**C.932 Reports:**

- a) Chair of the Council – The Chair reported the Deputy Chair would be leaving at the end of April.  
The Chair reported that the Village Hall is interested in having a list of small contractors, this is something that can be done jointly with the parish council. This will be a list of contractors that are available to work for the council.  
**ACTION: SA to put this on the agenda of the April meeting.**
- b) Planning Committee – Cllr Fowler acknowledged the work done by the Deputy Clerk in putting together the planning statistics.
- c) Finance – the council took note that the bank balance at the end of February 2024 was £88,142.66. The Council noted and approved the Budget Monitoring Report and Bank Reconciliation Statement for February 2024.
- d) Neighbourhood Plan Steering Group – Cllr Bustard reported that the Neighbourhood Plan Steering Group are working on an outline draft of an emerging plan and this would help identify any gaps. The group is also working on a Communication plan and exploring ways to better communicate with residents.
- e) Rights of Way and Highways: Cllr Lees reported on the progress made at the pond. Several footpaths have been updated with woodchips.

Cllr Hill reported the trees on the piece of land to the left of the pond need to be managed, and as the land appears to be owned by the parish council Cimpsons will be instructed to manage these trees. Cllr Hill further explained that part of the reason that the pond overgrows so quickly is because there are too many nutrients going into the pond. There is now a plan to put a damp around each inlet to help address this. The waste material from this can be spread along the bank, which would help rebuild the bank under the trees. This also saves the parish council as there will be no need to pay to dispose of the waste. The parish council agreed to build up the bank as suggested and to review this in three or four months.

Cllr Hill reported that at the end of Gilbert right on the left-hand side, there is a resident who parks close to the end of the footpath, this means residents can't work onto the footpath via the tarmac, and people are cutting across the grass. Rustic Gardens has been asked for a quotation to put a brick by the pavement to help prevent parking there.

Cllr Hill explained that the issue of the blocked drain in Upper Street was raised with ESCC Highways, and they have unearthed a second drain but the problem is that water rushes down and straight past it. This is because the drain is blocked. Rustic Gardens has been asked for a quotation to unblock this drain

Cllr Hill reported that he has received two complaints about the state of the footpath across the village green down to The Tiger pub, as there are large lumps of flint and bits of stones. The footpath is in need of some general maintenance. **ACTION: SA to write to Mr DG.**

- f) Tree Warden: Cllr Hill reported that 4 boxes of trees have been received. **ACTION: Cllr White will liaise with the Resident Association.**
- g) Recreation Ground: - Cllr Fowler reported that there was a plumbing leak when the water was switched back on. A local plumber was contacted and he fixed the leak. Cllr Fowler has not heard back from the plumber nor has he been sent an invoice.

Cllr Fowler reported that he has met with Cllr Bryant and Cllr Milligan to discuss the pavilion and would like to bring forward a proposal for funding for outline planning and topography to the full council for discussion. It was agreed that a report would be brought to the next meeting for discussion. **ACTION: GF to bring a formal proposal to a future meeting.**

Cllr Fowler explained that he is in discussion with the Cricket Club about plans for the 80<sup>th</sup> anniversary of D-Day celebrations in June. **ACTION: PS and GF to meet with the Cricket Club to discuss this further.**

- h) Defibrillators: - All defibrillators are working, next expenditure is three sets of pads in August.
- i) Downlands Estate Management Group:- The next meeting is on Tuesday the 16<sup>th</sup> of April at 6.00 pm just before the meeting of the planning committee. Cllr Hill agreed to attend with Cllr Seeley.

### C.933 Correspondence

The council took note of Report 17 correspondence received since the February meeting. The following matters were discussed:

#### a) Email received from The Cricket Club.

The council's response to the email is in italics below:

- Cricket kit being stored is going mouldy because of the cold and damp conditions inside – *This adds more weight to the fact that a new building is required*
- One of the fluorescent lights needs the bulb replacing – *Replacement bulbs/tubes can be done by the Cricket Club and the bill sent to the parish council.*
- The carpets in the changing rooms is ripped and worn away, is there any budget to replace the carpet? – *There isn't a budget to replace the carpets as the intention is to replace the building.*

The remaining emails were noted.

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**C.934 Date of next meeting: - Thursday 4<sup>th</sup> April 2024** at 7.30 pm in the Village Hall

*There being no further business, the meeting closed at 8.58 p.m.*

Signed..... (Chair)

Date.....

## ANNEX

		Payments - March 2024			Receipts - February 2024		
PAYEE	DETAILS	SUB TOTAL	VAT	TOTAL	REF.NO	DATE APPROVED	NOTES
East Dean Cricket Club	Grant	1,150.00		1,150.00	3085		Already Paid
East Dean Bowls Club	Grant	400.00	-	400.00	3086		Already Paid
G Fowler	Notice Board installation	646.65		646.65	3087		Already Paid
L Durso	NPSG Supplies	77.44		77.44	3088		
P Hill	Plants for hanging baskets	73.55		73.55	3089		
Rustic Gardens	Peakdean Repair works	1,692.50	338.50	2,031.00	3090		
P Hill	Plants for hanging baskets	36.67		36.67	3091		
K Larkin	Office Cost & Mileage	38.78		38.78	3092		
Climpsons	Friston Pond works	1,425.00	285.00	1,710.00	3093		
East Dean & Friston Village	Hall Booking	40.00	-	40.00	3094		
Vision ICT	Hosted email accounts	36.00	7.20	43.20	3095		
Wealden District Council	Bin collections quaterly bill	275.00	55.00	330.00	3096		
P Seeley	Protrait of His Majesty The King	16.99		16.99	3097		
S Adeniji	Office Cost	36.74		36.74	3098		
HRMC	PAYE & NICS for February	468.84		468.84	3099		
R Franklin	Cleaning Bus Shelters Feb	60.00		60.00	3100		
S. Adeniji/K Larkin	March salary	1,848.28		1,848.28	3101		
ESCC	Pension contributions - February 2024	601.99		601.99	3102		
C Lees	Repairs to street signs	170.00		170.00	3103		
C Lees	Repairs to street signs	90.00		90.00	3104		
Rustic Gardens	Pond works & Woodchip	4,460.00	592.00	5,052.00	3105		
<b>TOTAL</b>		<b>12,494.43</b>	<b>1,277.70</b>	<b>13,772.13</b>			
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<b>RECEIPTS</b>							
HMRC	VAT	430.32		430.32			
<b>TOTAL</b>		<b>430.32</b>		<b>430.32</b>			