



PLUMPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held via E-meeting on 8th September 2020 at 19:30.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr P Morgan (Cllr PM), Cllr P Stevens (Cllr PS), Cllr P Burford (Cllr PB), Cllr R Jury (Cllr RJ), Cllr A Gardiner (Cllr AG), Cllr N Shefras (Cllr Shefras), (Cllr District Councillor R Banks (Cllr RB) and County Councillor S Osborne (Cllr SO).

Absent: Cllr Nick Satchell (Cllr NS)

Anita Emery (Clerk & RFO).

Members of the Public: 2

The AGENDA is as follows:

31. To accept apologies for absence

- Cllr Satchell tendered his apologies and reason was noted and accepted by Council.

32. To co-opt Niki Shefras

- It was resolved and agreed to co-op Cllr Shefras who duly signed Declaration of Acceptance of Office, Register of Members Interests and Consent to email. Council welcomed Cllr Shefras. **Clerk to forward to monitoring officer.**

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

- None

34. To Approve Minutes from Parish Council meeting held on 14th July 2020

- It was resolved and agreed to that the minutes of 14th July 2020 were an accurate account of that meeting.

35. Clerk's Report on any Matters Arising from previous meeting.

- Clerk advised the VH manager had reported the Pavilion was spotless and cleaning as expected. Clerk advised Council of rate of pay and hours per week for the Pavilion cleaning and the contract was out of date and needed addressing. **Clerk to action.**



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36. Brief Report from the County and District Councillor on matters affecting this Parish.

District Report by Cllr R Banks

- **Covid update**
 - Still a couple of emergency food parcels stored in the parish from the District Council that are available for those in need, let me know (in confidence) if anyone you know could use one.
 - Other helpful reminders:
 - Lewes District Council's COVID information page is at <https://www.lewes-eastbourne.gov.uk/community/covid-19/>.
 - You can also call 01273 471600 should you have problems with things like paying council tax as a result of the pandemic. If you are not getting the help you need, Lewes District's "Community Hub" helpline for vulnerable residents is 01273 099956.
- **Wells Close/Strawlands development**
 - As reported to the Parish Council Chair, the planning application was deferred from August's District Council planning application meeting following questions from the Sustainable Drainage team – I suspect this will return to the Planning Committee in the near future, but don't yet have a confirmed date.
- **Novington/Dudman sandpit**
 - Along with Sarah Osborne as Plumpton's County Councillor, I have responded to the Draft Waste and Minerals Local Plan, asking why the sandpit remains on the list of possible places to extract minerals from (in this case soft sand), given no extraction has taken place for several years now. I emphasised that any future plan for the sandpit needs to address the problems that have been encountered - especially this summer - and the owners should confirm their plans for the site.
- **Potholes**
 - Good to see the pothole on Plumpton Lane by the top of the racecourse has been repaired, following my raising it during lockdown.
- **Buses**
 - A reminder that following a conversation with the director of Compass Buses, the 166 service which serves Plumpton has been re-instated. Don't forget the 122 service runs on a Saturday. Keep your eye on <https://www.compass-travel.co.uk/compass-timetables/bus-timetables/>. I have also got vegetation cut back from bus stops.
- **Train Station Parking**
 - Due to Covid-19, the petition I collected against parking charges was handed in electronically - thank you to the hundreds of people who signed. I am following up to ask for a response.

County Report by County Cllr Sarah Osborne

- County have launched a new £500k scheme that supports up to 250 business and local women and BAME entrepreneurs, this could create at least 100 new jobs. Cllr Osborne will send further details to PPC to advertise the scheme.
- A new risk management plan was voted through for the Fire Authority. Substantial ongoing funding from central government is required or county would need to find £1.6m this year and £3m next year.
- Schools have returned and hope to remain open
- Cllr PS questioned the new planning proposals from central government. Cllr SO agreed this could create a massive problem in rural areas and will send through to Council the main items. Cllr SO advised this is not a party political issue but coming from central government.



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37. Questions from Members of the Public – limited to a maximum of 15 minutes in total

- Cllr NB welcomed Mr Wood who wished to address Council regarding the changes at the Church with the retirement of the Rector. Chichester Diocesan mission and Pastoral sub-Committee (East) is proposing to unite the benefice of Hamsey and Plumpton with East Chiltington cum Novington to create a single benefice with its parishes continuing to be separate. The rectory in Offham would be the place of residence for the new benefice and the rectory in Plumpton would be made available to the Chichester Diocesan for disposal and thus making the land at the Glebe available for development. The Diocese have submitted a consultation to parishes for their comment. Mr Wood would like support from PPC for the rectory at Plumpton to be the resident for the benefice as Plumpton and East Chiltington have in the region of 2500 residents as opposed to Offham's 500. PPC advised that the neighbourhood plan opposed demolition of the perfectly serviceable rectory building when another shared access is available for the Glebe site. It was agreed that PPC would therefore submit the neighbourhood plan perspective to the Diocese. PPC would respond by separate communication no later than 18th September. A councillor would also be available to attend any consultation meeting with Mr Wood.
- Cllr PM asked the Chair if item 43e(v) could be bought forward in order for Mr Ward from Junior Football to address Council – this was duly agreed.
- Mr Ward advised that Plumpton had been designated as a potential opportunity for a 3G pitch by a countrywide plan. If successful and subject to funding, part of the requirement would be a floodlighting and better facilities would be required as the facility would have to be run on a 'commercial' basis, parking would also be challenged. It was therefore considered that KGV may not be the best option. Accordingly, Mr Ward has approached the college for a suitable site and has received support. Mr Ward asked the Council if they support the siting to be at the college rather than at KGV due to parking, lighting, access, operation etc the new 3G pitch would take over most of the KGV site. Cllr PS asked if this would have an impact on the exclusivity agreement recently agreed? Mr Ward advised this would have no impact as replacing one training facility with another (football club already use the college for practice). PPC agreed to support Mr Ward in his application to site at the College, but did request a short comparison of the factors behind the choice so that parishioners could be formally informed. Mr Ward also requested if the VH car park would be available at weekends for overflow parking when the hall was not in use. PPC supported this request as long as Mr Ward spoke with the VH Manager on a weekly basis.

38. Planning applications

LW/20/0484

1 Holly Cottages, St Helena Lane, Plumpton BN7 3DQ

Two storey rear extension

PPC Decision: No comment

SDNP/20/03567/TPO

Dragons Green, Plumpton Lane, BN7 3AJ

Removal of dead oak tree

PPC Decision: No comment

Clerk to submit to LDC



39. Correspondence

- Item 22 – Clerk advised neighbourhood first team had been out to assess the area by the charity clothes bank at the PF and will arrange for signage to be placed on the gates advising it is a clothes bank only. Council agreed the items that have been left there (garden and domestic waste) does not warrant CCTV at the moment as only 1-2 recent incidents but will monitor the situation. Cllr PM to visit site to check on appropriate signage.
- Item 21 – Council advised that the tree was fallen at Percys Patch and it was agreed to take it away at Junes meeting following council's risk assessment and following many complaints about drug taking in that area. Since the tree has been taken away Council has received mainly positive reactions from residents. **Clerk to respond to resident.**

40. Finance Committee

- a. To approve expenditure as itemised on the schedules
 - b. To approve year to date accounts
 - c. To approve combined bank balances
- Cllr PS advised he had checked bank statement to bank reconciliations and all corresponded. Expenditure was showing nothing out of the ordinary. Income as expected due to CV-19 at the VH and PF hope to see a little income over the coming months but nothing as expected. PF some clubs have used KGV some haven't and clubs will be expecting a discount.
 - **It was resolved and agreed to approve item 40a expenditure for August and September (PPC - £3577.91 & £10,924.97, VH £1194.37 & £2117.50, PF £1331.70 & £906.85)**
 - **It was resolved and agreed to approve items 40b&c.**
- d. Community Infrastructure Levy
 - Nothing to comment.
 - e. To ratify spend of £350 for emergency tree clearance on twitten at VH
 - **It was resolved and agreed to ratify approval of emergency spend of £350 on tree clearance.**
 - f. To accept external auditors report for 2019/2020.
 - **It was resolved and agreed to accept the external auditors report.**
 - g. 2021/2022 budget setting



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- Cllr PS advised relevant Chairs of VH and PF committees to have their draft budgets available by November for approval at the December meeting. Clerk to arrange PPC budget. **Clerk, Cllr NS/PM to action.**

41. Neighbourhood Plan Update

- Cllr NB advised the Wells Close/Strawland development had been delayed due to drainage issue.
Current news regarding the Glebe site may start to move along now the Rector retires at the end of September.
Riddens Lane development has gone quiet after outline planning had been approved.

42. To note and action if necessary monthly RA report.

- Monthly risk assessments had been received and nothing to comment or action on.

43. Committee/Working Group Reports

a. Transport and Environment/Footpaths/Policing

- Cllr NB advised the SLR meeting usually takes place twice a year. Clerk to contact Highways to see if a Zoom meeting can take place. **Clerk to action.**

b. Chapel Road/Station Road junction visibility

- Cllr RJ reported he had attempted to speak with vehicle owners. If there were any alternative measures to help with visibility these would be gratefully received. Council noted that whilst inconvenient for residents, the highway code was perfectly clear that for safety reasons drivers should not park opposite, or within 10 meters of a road junction, unless in a designated parking space. Council agreed to remove from future agendas, but. **Clerk to action.**

c. Novington Quarry Update

- Cllr NB advised there were no further comments to make on the item – Council agreed to take off the agenda. **Clerk to action.**

d. Village Hall

- Cllr NS had submitted his report to Council prior to the meeting as follows;

Village Hall Report September 2020

Many of the clubs and societies are starting to use the Village Hall again, all are responsible for sanitising touch spots and any items used.

Awaiting the cutting back of trees at the back of the twitten and a quote to generally tidy up that area, repair fences etc. (Fred Symes)



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The pop-up market in August was very successful, despite the weather, and the apple pressing day and Strawberry Fair, at the beginning of October, are well into the planning phase.

The installation of the video doorbells at the Village Hall and the Pavilion is scheduled for later this month. (Total cost of £508.00 was approved at the July PC Meeting)

Councillor Alison Gardner has agreed to join the Village Hall Committee.

John White (coffee van) has agreed terms with Southern Rail to maintain his pitch on the station forecourt so his plans to move over to the Playing Field entrance have been terminated.

i. Update regarding online booking system

- Clerk advised she will encourage VH Manager to start setting the system up again. **Clerk to action.**

ii. Management of pond – vegetation and wild area between pond and footpath

- Cllr NB advised that the pond and twitten is getting very overgrown, having had a fallen tree and another one being cleared shortly. Council needs to think about what to do with the area which is something for the VH Committee to consider and report back to Council. It was noted perhaps the College would be interested as part of their Agricultural course. VH must budget for the area and also allotment clearance that was due to be done before lockdown.

e. Playing Field/Pavilion

i. To discuss extra security at Pavilion

- As per Cllr NS report above – ring doorbells are being installed later this month.

ii. To note playpark inspection and action where necessary

- Inspection duly noted by Council. Action points: to arrange repair of the entrance gate post. To obtain quotes on replacement of the wooden stockades. **Cllr PM to report back.**

iii. To discuss grant of easement and substation at tennis courts.

- Clerk advised approval had been given by UKPN to pay for the survey, FiT and newspaper adverts in order to grant access across the track to site. **Clerk to arrange.**

iv. Coffee Van at playing field

- See VH report above.

v. To discuss 3G football pitch

- Discussed under MoP agenda item.



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44. Interaction with Plumpton Primary School

Clr PM

- Clr PM reported school is back and in their bubbles, however no visitors are allowed at the moment.

45. Communications/Website

- a. Update of accessibility upgrade on website
- Clerk reported accessibility now updated and we are compliant as per legislation that comes into force on 23rd September.

46. Items to be reported by Parish Councillors and/or to be included in future meetings

- Given the continued complaints of residents over the time that can be spent waiting at the railway crossing gates, Clr PS would like to understand the algorithm in use. Given that the removal of the manned crossing was supposed to improve reliability, it would be useful to understand how effective the new gates are in that respect. **Clerk to action.**
- Clerk advised VH Manager had requested to purchase a fogger to save time on sanitising VH and Pav. Clerk advised purchase cost of max £250 versus time spent cleaning down walls etc would be beneficial to Council's coffers. Council happy to support. Clerk to use spending power to approve.
- Clr NB advised new councillors to think about which committees they may wish to sit on. Clr Gardiner will sit on the VH committee and Clr Jury Playing Field Committee. Clr Shefras to advise when ready.

Meeting closed: 21:02

Dates of next meetings:

13th October 2020 – Parish Council meeting 19.30 (REMOTE MEETING)

Anita Emery | Parish Clerk 10/09/2020

Current Account

List of Payments made between 30/07/2020 and 07/09/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|------------------|------------------------|------------------|--------------------|-----------------------|------------------------------|
| 07/09/2020 | SYMES TREE SURGERY | 202128 | 380.00 | | PERCEYS PATCH |
| 07/09/2020 | GJH ROOFING | 202129 | 200.00 | | PAVILION GUTTERING REPAIR |
| 07/09/2020 | Lewes District Council | 202130 | 18.00 | | PLAYPARK INSPECTION |
| 07/09/2020 | OPUS ENERGY | 202131 | 336.86 | | ELECTRIC 17.7.2020-16.8.2020 |
| 07/09/2020 | OPUS ENERGY | 202131A | -58.01 | | ELECTRIC REFUND |
| 07/09/2020 | PLUSNET | 202132 | 30.00 | | BROADBAND |

| | |
|-----------------------|---------------|
| Total Payments | <u>906.85</u> |
|-----------------------|---------------|

Current Bank Accounts

List of Payments made between 30/07/2020 and 07/09/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|------------------|--------------------------|------------------|--------------------|-----------------------|------------------------------|
| 03/08/2020 | Anita Emery | 202144A | -0.03 | | rev misposted amount |
| 03/09/2020 | PKF LITTLEJOHN | 202154 | 480.00 | | EXTERNAL AUDIT REPORT |
| 03/09/2020 | Nick Beaumont | 202155 | 28.78 | | ZOOM SUBS X 2 MONTHS |
| 03/09/2020 | SLCC | 202156 | 161.00 | | ANNUAL SUBS |
| 03/09/2020 | SALARIES | 202157 | 2,025.45 | | SEPT SALARIES |
| 03/09/2020 | East Sussex Pension Fund | 202158 | 600.69 | | SEPT PENSION CONTRIBUTIONS |
| 03/09/2020 | Anita Emery | 202159 | 47.50 | | EXPENSES |
| 03/09/2020 | Treaty Services Ltd | 202160 | 180.00 | | WEBSITE ACCESSIBILITY SET UP |
| 03/09/2020 | HMRC | 202161 | 155.98 | | PAYE/NIC MTH 6 |
| 07/09/2020 | PLUMPTON PLAYING FIELD | 202162 | 7,242.00 | | 2ND GRANT TRANCHE |
| 07/09/2020 | Barclays | BANK CHGS | 3.60 | | BANK CHARGES |

Total Payments 10,924.97

Time: 13:10

Current Account

List of Payments made between 30/07/2020 and 07/09/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|------------------|-----------------------|------------------|--------------------|-----------------------|------------------------------|
| 07/09/2020 | MPS ELECTRICS | 202137 | 48.00 | | CALL OUT FOR WATER HEATER |
| 07/09/2020 | BROOK HART | 202138 | 137.50 | | VH GREEN CUT 14.8.2020 |
| 07/09/2020 | BROOK HART | 202139 | 137.50 | | VILLAGE GREEN CUT 31.7.2020 |
| 07/09/2020 | SYMES TREE SURGERY | 202140 | 500.00 | | FELL SILVER BIRCH & GULLY |
| 07/09/2020 | B BENSON | 202141 | 20.00 | | INSTALLATION HAND SANITISERS |
| 07/09/2020 | Jane Donovan | 202142 | 92.25 | | VH MGR EXPENSES |
| 07/09/2020 | Opus Energy | 202143 | 126.58 | | ELECTRIC 9.7.2020-8.8.2020 |
| 07/09/2020 | PLUSNET | 202144 | 30.00 | | BROADBAND |
| 07/09/2020 | Chubb Fire & Security | 202145 | 700.87 | | FIRE EXTINGUISHER SERVICE |
| 07/09/2020 | CJS Portsmouth | 202146 | 124.80 | | CLEANING SUPPLIES |
| 07/09/2020 | P MAKAYI | 202147 | 100.00 | | HALL DEPOSIT REFUND |
| 07/09/2020 | T LENTON | 202148 | 100.00 | | HALL DEPOSIT REFUND |

| | |
|-----------------------|-----------------|
| Total Payments | <u>2,117.50</u> |
|-----------------------|-----------------|

Current Account

List of Payments made between 15/07/2020 and 29/07/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-------------------------|------------------|--------------------|-----------------------|-----------------------------|
| 28/07/2020 | ADLITIL LTD | 202123 | 37.00 | | PAT TESTING |
| 28/07/2020 | Lewes District Council | 202124 | 18.00 | | PLAY INSPECTION AUGUST |
| 28/07/2020 | Glyn Wells | 202125 | 40.00 | | ADDITIONAL GRASS COLLECTION |
| 28/07/2020 | Glyn Wells | 202126 | 1,011.70 | | MAY-JULY GROUND MAINTENANCE |
| 29/07/2020 | MVR FIRE RISK SOLUTIONS | 202127 | 225.00 | | FIRE INSPECTIONS |
| Total Payments | | | <u>1,331.70</u> | | |

Current Bank Accounts

List of Payments made between 15/07/2020 and 29/07/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|------------------|--------------------------|------------------|--------------------|-----------------------|---------------------------|
| 28/07/2020 | PLUMPTON AND EAST | 202147 | 280.00 | | ANNUAL PARISH MAG SUBS |
| 28/07/2020 | Surrey Hill Solicitors | 202148 | 360.00 | | UKPN EASEMENT WORK |
| 28/07/2020 | Surrey Hill Solicitors | 202149 | 90.00 | | UKPN EASEMENT WORK |
| 28/07/2020 | HMRC | 202150 | 156.18 | | PAYE/NIC MTH 5 |
| 28/07/2020 | SALARIES | 202151 | 2,025.45 | | MTH 5 SALARIES |
| 28/07/2020 | East Sussex Pension Fund | 202152 | 600.69 | | MTH 5 PENSION PAYMENT |
| 29/07/2020 | Anita Emery | 202153 | 65.59 | | AUG EXPENSES |

| | |
|-----------------------|-----------------|
| Total Payments | <u>3,577.91</u> |
|-----------------------|-----------------|

Time: 12:48

Current Account

List of Payments made between 15/07/2020 and 29/07/2020

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-------------------|------------------|--------------------|-----------------------|----------------------------|
| 28/07/2020 | Opus Energy | 202131 | 116.14 | | 9.6-8.7.2020 ELECTRIC |
| 28/07/2020 | ADLITIL LTD | 202132 | 63.00 | | PAT TESTING |
| 28/07/2020 | MV FIRE SOLUTIONS | 202133 | 450.00 | | FIRE RISK ASSESSMENT |
| 28/07/2020 | Jane Donovan | 202134 | 158.33 | | VH MANAGER EXPENSES |
| 28/07/2020 | BROOK HART | 202135 | 305.00 | | VH GREEN CUTTING |
| 29/07/2020 | Business Stream | 202136 | 101.90 | | WASTE WATER 19/2-16.7.2020 |
| Total Payments | | | <u>1,194.37</u> | | |
