



PLUMPTON PARISH COUNCIL

Doc No 232402

6th June 2023

To: The Councillors of Plumpton Parish Council

You are hereby summoned to attend the Parish Council Tuesday 13th June 2023 at 19.45 at the Village Hall for the purpose of transacting the following business.

Members of the Public Welcome

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

1. To accept apologies for absence
2. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
3. To Approve Minutes from Parish Council meeting held on 17th May 2023
4. Clerk's Report and discuss any Matters Arising from previous meeting.
5. Brief Report from the County and District Councillor on matters affecting this Parish.
6. Questions from Members of the Public – limited to a maximum of 15 minutes in total

7. Planning applications and consider further applications submitted after agenda publication:

To note approved/refused applications from local authority.

8. Correspondence
9. Finance Committee
 - a. To adopt expenditure as itemised on the schedules.
 - b. To adopt year to date accounts.
 - c. To adopt combined bank reconciliations
 - d. To approve the Community Grants and Donation Policy

10. Neighbourhood Plan Update
 - (i) Planning Liaison Working Group update

11. To note and action if necessary monthly RA reports.
12. Update on broadband fibre optic community scheme and actions.
13. Update on first aid training sessions
14. To consider telephone box to be used as a library.
15. To consider registering donated parcel of land by Racecourse entrance and associated costs.
16. To considering candidates for the SDNPA elections.
17. To consider a pavilion working group for repairs and maintenance

Anita Emery
Plumpton Parish Clerk

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Village Hall
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Plumpton
BN7



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18. Committee/Working Group Reports

- i. Transport and Environment/Footpaths/Policing
 - ii. Allotments update
- e. Village Hall
 - i. Update on management of pond – vegetation and wild area between pond and footpath
- f. Playing Field/Pavilion
 - i. To note playpark inspection and action where necessary.
 - ii. Update on manhole cover repair
 - iii. To confirm/discuss change of summer term outside hours for Honeybees area
 - iv. Junior Football update regarding overgrown area

19. Interaction with Plumpton Primary School

20. Communications/Website

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

Dates of next meetings:

11th July 2023 – Finance Committee 19:00 – PPC 19:45

Anita Emery | Parish Clerk 06/06/2023



Minutes of the Annual Statutory and Parish Council Meeting held at the Village Hall on 17th May 2023 at 19:15.

Present: Cllr N Beaumont – Chair (Cllr NB), Cllr Jim Brown (Cllr JB), Cllr Nick Satchell (Cllr NS), Cllr R Jury (Cllr RJ) and County Councillor Sarah Osborne (Cllr SO).

Absent: Cllr Paul Burford (Cllr PB), District Councillor Daniel Stewart-Roberts (Cllr DSR) and Cllr N Shefras (Cllr NDS)

Also present: Anita Emery (Clerk & RFO).

MOP's: 0

Signed *Anita Emery*

Anita Emery (Clerk to Plumpton Parish Council)

The AGENDA is as follows:

Annual Statutory Meeting

1.
 - a. Election of Chairman for the year 2023/2024
 - Cllr Satchell proposed Cllr Beaumont, seconded by Cllr Brown. Unanimously agreed.
 - b. Election of Vice Chair for the year 2023/2024
 - In Cllr Beaumont proposed Cllr Burford, seconded by Cllr Jury. Unanimously agreed.
 - c. Receive Chair Declaration of Acceptance of Office
 - Cllr Beaumont signed the Chair Declaration of Acceptance of Office and witnessed by the Clerk.
 - d. To receive Members Declaration of Acceptance of Office, Declaration of Members Interests and confirmation of summons by electronic means.
 - Clerk received the above from Cllr NB, Cllr NS, Cllr RJ and Cllr JB. Cllr PB provided by email in his absence.
 - e. To resolve that the Parish Council meets the relevant conditions (6 elected members out of 9 seats and a qualified clerk) to use the General Power of Competence until the next election in 2027.



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- It was unanimously agreed that the Parish Council is eligible to use the General Power of Competence. Eligibility will remain in force until the Annual Meeting of Council immediately after the next ordinary election. As an eligible council the council can use the powers given by the General Power of Competence and will use it as the power of first resort

f. To consider the Scheme of Members Allowances for 2023/2024.

- It was unanimously agreed that Councillors nor Chair would receive members allowances.

2. Appointment of Committees

a. Finance (5 members)

- It was agreed that Cllr Paul Burford (Chair), Cllr Nick Satchell (Vice Chair), Cllr Ron Jury & Cllr Nick Beaumont would sit on the Finance Committee.

b. Village Hall Committee (3 members)

- It was agreed that Cllr Nick Satchell (Chair), Cllr Jim Brown and Cllr Nick Beaumont would sit on the Village Hall Committee.

c. Playing Field and Pavilion Committee (3 members)

- It was agreed that Cllr Ron Jury (Chair), Cllr Jim Brown and Cllr Nick Satchell would sit on the Playing Field and Pavilion Committee.

d. Planning Committee (All members)

- Unanimously agreed that all members to sit on the planning committee.

e. Transport, Environment and Policing (4 members).

- Cllr NB recommended that any matters to be discussed be brought straight to full council. Clerk unsure if SLR meetings are still happening. **Clerk to action.** Unanimously agreed.

f. Communications Working Group (2 members)

- Cllr NB also recommended that any matters to be discussed be brought straight to full council. Unanimously agreed.

g. Personnel Committee (3 members)

- It was agreed that Cllr Nick Beaumont, Cllr Nick Satchell and Cllr Paul Burford sit on the personnel committee. Unanimously agreed.



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3. Representatives to Outside bodies
 - a. ESALC (2 members)
 - b. LDALC (2 members)
 - Unanimously agreed that all members represent subject to their availability.
4. To review and approve the following governing documents;
 - a. Standing Orders
 - b. Finance Regulations including any direct debits
 - c. Code of Conduct
 - d. Data Protection Policy
 - e. Retention Policy
 - f. Risk Management Policy
 - g. General Privacy Notice
 - h. Freedom of Information
 - i. Equality and Diversity
 - j. Clerk as Proper Officer and Responsible Finance Officer
 - It was unanimously agreed to approved governing documents a-i and note that Anita Emery is the Proper Officer and Responsible Finance Officer for Plumpton Parish Council.

Main Meeting

- Cllr NDS joined the meeting at 19:45.
5. To accept apologies for absence
 - Cllr PB and District Councillor Stewart-Roberts tendered their apologies and reasons for absence accepted.
 6. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
 - None.
 7. To Approve Minutes from Parish Council meeting held on 18th April 2023
 - Unanimously approved, Chair signed to that effect.
 8. Clerk's Report and discuss any Matters Arising from previous meeting.
 - Nothing to report
 9. Brief Report from the County and District Councillor on matters affecting this Parish.
 - No District Report.
 - Cllr Sarah Osborne provided a report (see appendix 1)



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

- None.

11. Planning applications and consider further applications submitted after agenda publication:

LW/23/0233

Lambourn Cottage, South Road Plumpton BN8 4EA

Erection of detached double garage

- Decision: No comment

To note approved/refused applications from local authority.

SDNP/23/00927/FUL

Plumpton Racecourse

Erection of glamping pods and associated access and parking

Decision: REFUSED

- Noted by PPC

12. Correspondence

- Nothing to report

13. Finance Committee

a. To approve expenditure as itemised on the schedules.

- Clerk advised the following additional payments;
PF – Initial Hygiene - £54.37
LDC Playpark inspection - £18.00
VH – Initial Hygiene - £44.74
PPC – L Stevens Coronation Tree plaque - £38.40
N Satchell Coronation expenditure - £143.89

Total expenditure therefore;

PPC £24,247.10

VH £1370.12

PF £1197.30

b. To approve year to date accounts.

c. To approve bank reconciliations and corresponding bank statements

- It was unanimously agreed to approve items a-c. Cllr Satchell signed to that effect.



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- d. To approve the Annual Governance Statement for 2022-2023
- Unanimously approved the Annual Governance Statement for 2022-2023. Chair and Clerk signed to that effect.
- e. To approve the Annual Accounting Statement for 2022-2023
- Unanimously approved the Annual Accounting Statement for 2022-2023. Chair and RFO signed to that effect.
- f. To note the internal audit report for year ending 2023
- Duly noted.
- g. To confirm Mulberry & Co as internal auditors for 2023-2024
- Unanimously approved to instruct Mulberry & Co as internal auditors for 2023-2024.
- h. To approve BHIB Insurance for 2023-2024 of £3383.85 for PPC, VH & PF (£1996.47 VH, £1150.51 PF and £236.87 PPC). (2022-2023 £2984).
- Unanimously approved. **Clerk to action.**
- i. To approve the fixed asset register for 2023-2024
- Unanimously approved the PPC fixed asset register.
14. . Neighbourhood Plan Update
- (i) Planning Liaison Working Group update
- Cllr NB reported that the working group will be meeting with Don't Urbanise the Downs group on 6th June.
15. To note and action if necessary monthly RA reports.
- It was noted regarding the pump at the allotments and a broken bench needs removing. Cllr RJ to discuss with allotment holders. Replacement bollard for the playing field not arrived. **Clerk to chase.**
16. Update on broadband fibre optic community scheme and actions.
- Cllr NB reported that there was no update but asked if council were happy for Paul Stevens to carry on leading the initiative. Unanimously agreed.



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17. Update on first aid training sessions

- Clerk advised The First Aid Training Company had been booked in for 19th June at 19:00 at the Village Hall. Clerk to advertise in the parish mag and also on Facebook.

18. Committee/Working Group Reports

i. Transport and Environment/Footpaths/Policing

- Cllr NB advised nothing to report apart from SID has been moved and is adjusting the configuration to save battery life.

ii. Allotments update

- Cllr RJ advised that the allotments in the common areas were looking untidy with rubbish, broken bench and swing and recycling not being used. Clerk will be issuing invoices shortly to see who is carrying on. Check T&C's and remind plot holders to keep within boundaries of plot and remove any waste from site, especially as access is required for hedge cutting. **Clerk to action.**
- Fence at the allotment by bridge is broken. Cost to repair at £300.00. Unanimously approved.

j. Village Hall

i. Update on management of pond – vegetation and wild area between pond and footpath

- Cllr NS advised they needed at least a week of dry weather in order to access with machinery and will be done as and when.
- Cllr NB asked about hiring the gardener. A couple of interested parties but nothing confirmed. Cllr NS to speak with VH Manager. To date working parties have been keeping the area tidy. Cllr JB recommended turfing an area of border which was cleared to keep maintenance low as it is now overgrown.

k. Playing Field/Pavilion

i. To note playpark inspection and action where necessary.

- Clerk advised basket swing installation date was beginning of June, but as of writing the minutes basket swing is being installed.
- Cllr JB advised still too wet to get vehicle across to the playpark for sandpit delivery.

ii. Tennis Club lease update

- Clerk advised Tennis Club happy with the lease. Clerk to arrange for execution of paperwork.



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- iii. To receive update on border fencing repairs, hedge clearance along KGV field and private properties, plus gate repair.
- Cllr RJ advised bramble clearance of 1m required in order for the fence to be repaired. Cost £450 plus fence repairs of £485.00. Unanimously agreed to proceed. Clerk to notify resident. Work to commence week commencing 22nd May.
 - Tractor entrance to playpark (5 bar gate) is rotten. Cost to replace £390. Unanimously agreed to proceed.
 - Stock fencing to be replaced around the perimeter of the playpark as dangerous (stops dogs getting into the play area). Cllr RJ to arrange a quote. Clerk and RJ to authorise on receipt of quote should be no more than £500-£600. Unanimously approved.
 - Manhole cover on the track to tennis club is cracked and damaged. Quote received £875 for repair only plus manhole cover. Clerk to arrange order of manhole cover once dimensions received. Cllr NS to talk to tennis club to see when suitable time to repair.
- iv. To discuss proposal of passing places along playing field track
- Cllr Jury advised he had received a quote for £4850 for two passing places along the playing field track this is to stop the playing field being driven on in winter months. Clerk advised due to finance regulations three quotes were required. It was unanimously agreed to proceed with the project using CIL subject to receiving three quotes and Cllr NS would attend a tennis club meeting to advise of the plans and to discuss financial contributions. Update at next meeting. **Clerk to message groundworker.**
- v. To note comments from tennis club chair regarding condition of track
- Council had been forwarded by the Clerk an email from the Chairman advising of comments from tennis club members regarding the condition of the track. Duly noted.
- vi. To consider/approve replacement fuse board at the pavilion at a cost of £595 + VAT
- Unanimously approved.
- I. Events Committee
- Cllr NS reported the coronation was a great success and well organised. PPC wished to thank all helpers involved. Village Society will provide a wash up report and PPC agreed to park the Events committee until next needed.

19. Interaction with Plumpton Primary School

- Previous representative is no longer a Cllr. It was agreed to see if Mrs Gardner would perhaps provide ad hoc reports. **Clerk to contact.**



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20. Communications/Website

- Cllr NB and NS are happy to continue providing the monthly parish report for the magazine, any Cllrs with input to pass onto Cllrs NB & NS.
- Cllr NS had a meeting with the Plumpton and EC News and all running well with funds in the kitty.

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

- Cllr RJ reported he had received correspondence from the cricket club advising the netting had been damaged by the grass cutting contractor. PPC agreed for the cricket club to contact the contractor directly with evidence.
- Cllr RJ reported the junior football club has received 2 star accreditation from the F.A. and were trying to seek land for a 3G pitch north of the village as huge funds could be available from the F.A. Junior Football are looking for a small parcel of land at the PF for their under 5's training. PPC unanimously agreed for junior football to investigate the overgrown area to develop but to be mindful not to encroach on the covenanted area.
Cllr RJ to report back.

Meeting closed: 21:49

Dates of next meetings:

6th June 2023 – VH Committee – 19:00 (Village Hall)

7th June 2023 – Playing Field Committee – 19.30 (Village Hall)

13th June 2023 – Finance Committee 19:00 – PPC 19:45

Anita Emery | Parish Clerk 24/05/2023



Appendix 1

Annual County Report 2023

This will surely go down as the year of the potholes. I am used to spending a lot of my time thinking about them but never have I known them to be so numerous and so deep. I and the rest of the Lib Dem group have consistently raised the issue with the Conservative group in particular reporting how poor so many of the repairs are-even when you do finally manage to get a pothole repaired it often fails within weeks and you are back to where you started. ESCC have just appointed a new highways contractor (Balfour Beatty) they say they will make use of new technology to improve the service-let's hope so.

Still on the roads,

Plumpton

Litter

We are all lucky to have residents living in our villages who regularly pick up litter from the sides of the roads and verges. One such resident catalogued a vast number of signage and debris left behind by ESCC and its contractors. I have raised this with Highways and they have assured me that this has now been addressed.

Homes for Ukraine Scheme

Since the launch of the scheme in East Sussex, more than 800 host families across East Sussex have matched with over 1,800 Ukrainian guests.

Council Tax

East Sussex County Council have raised Council Tax by 4.99 %.

The increase marks the 10th year in a row that ESCC has increased its share of council tax. No new cuts were included in the approved budget, although previously planned cuts of around £937,000 will fall in the year.

Even with the latest increase, the council's financial plans identify a £41 million funding gap by 2025, unless more support is given to the council by central government.

Before the budget was agreed, the Conservative majority council voted down an amendment, which had been jointly put forward by the Lib Dems and other opposition groups.

The amendment called for additional spending totalling £4.93m, with all but £25,000 of this figure to be funded from the council's 2023/24 Revenue Support Grant. The remaining money was intended to come from renting out part of County Hall, the council's headquarters in Lewes.



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The additional spending proposed in the joint amendment included £1m for additional pothole patching and pavement repairs, £800,000 for the council's Special Education and Disability Need service and £700,000 for Child and Adolescent Mental Health Services (CAMHS).

It also called for £615,000 to reduce the cost of transport for day service users and £628,500 to increase the provision of non-residential adult mental health services by five per cent.

East Sussex Fire Authority has voted for a 5 per cent increase in the precept that will be added to council tax bills for the 2023-24 financial year.

The fire authority precept will add £104.37 to an average "band D" council tax bill in Brighton and Hove and across East Sussex – up £5 from £99.37 this year.

Adult Social Care

As well as being your County Councillor I am currently also Deputy Chair of a Board at the Local Government Association which support local government in its delivery of its health responsibilities including adult social care. It is in that role that along with cross party colleagues we have written to the Secretary of State with our grave concerns about the current pressures facing social care and the capacity and financial resources required to deliver the Government's reform agenda. alongside NHS leaders we are sounding the alarm on social care and called for a "rescue package for the sector. Unless action is taken and government rethinks its plans, people who draw on care may experience reductions in quality and availability of care and support services.

Although the Government has set out a two-year plan for reform of the adult social care system reductions in previously earmarked funding for reform, including for the care workforce and housing transformation, are disappointing. The plan to invest in workforce skills and digitisation is necessary for the reform of social care but not sufficient to deliver the changes that are needed to invest in prevention and recovery and address low pay and unmet need.

The complex web of different pots of funding that have been allocated to support adult social care is not the best way to either improve outcomes or get best value from the available resources.

Of particular significance is the halving of the promised investment in the workforce and shows a failure by Government to grasp the workforce crisis in adult social care and the challenges for adult citizens and carers getting access to social work support and care."

The Association of Directors of Adult Social Services (ADASS) has reported that nearly 300,000 people are waiting for an assessment of their needs, with more than 37,000 people waiting for their care package to commence, and just over 210,000 waiting for a care review.

Health

In East Sussex in an attempt to reduce waiting lists our NHS trust is going to pilot virtual wards across Sussex. They are not located in any particular area and are supported by existing staff in community health services and by hospital clinicians. The concept is to try and keep people at home and wrap services around them for clinical conditions that can be safely managed at home. However, there is an issue with being able to increase the workforce in order to be able to expand the pilot.



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I have been scrutinising ambulance handover times, finally they have improved following massive handover delays- at the current time and are in single figures for delays over one hour. Public health grant allocations to ESCC from govt were reduced again this year and we here will still face significant challenges as they try to meet demand for services.

Correspondence List for Plumpton Parish Council

Received since 12th May 2023 onwards

Subject / Type of Correspondence	Communicated to
1. PTC – Lease	Clerk/NB
2. D Jones – PTC water leak	Clerk
3. Millwood Glebe site	Clerk/PPC
4. Castle Water – leak allowance	Clerk
5. WSALC – SDNPA Elections	Clerk/PPC
6. Honeybees – outdoor area	JB/Clerk/PPC
7. Ladybirds – Bouncy castle	Clerk
8. D Hall – HB area	Clerk
9. ESALC – various	Clerk/PPC
10. LDC newsletters	Clerk/PPC
11. Chubb – fire extinguisher service	Clerk/VHMgr
12. Activity scheme – shed	Clerk
13. F Gazzard – Gully	Clerk/NB/VHMgr
14. K Bryce – Elections expenses	Clerk/PPC
15. ESCC – Flexibus	Clerk/PPC
16. Glasdon – Bollard	Clerk/JB
17. H Stevenson – Network Rail – manhole cover	Clerk
18.	
19.	


Plumpton Parish Council

Inspection Report

This report shows Findings and Tasks recorded during the Inspection(s) matching the selection criteria set in the Report Wizard. If no Findings or Tasks are shown, none were recorded.

Each Inspection includes a declaration signed by the Inspector stating that no defects were found other than those recorded.

Inspections included in this report

Provider	Lewes District Council	 31/05/2023
Site Name	Plumpton play area	
Actual Date	31/05/2023 10:51:17	
Inspection Type	Playground-Routine Visual	
Inspector	Paul Upton	
Inspection Status	Completed	

Finding Summary

Plumpton play area Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
Skate park	Item - Out of Use at time of inspection	26/01/2021 11:20:00	25/02/2021 11:22:00	Low
Cradle	Asset - Risk Assessment	09/08/2021 13:15:12		Not set

Inspection - Plumpton play area - 31/05/2023 10:51:17

Provider	Lewes District Council	
Site Name	Plumpton play area	
Actual Date	31/05/2023 10:51:17	
Inspection Type	Playground-Routine Visual	
Inspector	Paul Upton	
Inspection Status	Completed	31/05/2023

Site Name	Plumpton play area
Address	
Postcode	
Notes	

Findings reported within the Inspection

None Recorded.

Previously Reported Findings (unresolved at time of Inspection)

Cradle - Finding

Asset	Cradle
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	09/08/2021 13:15:12
Resolve By Date	
Finding Resolved Date	
Risk Level	
Finding Notes	Back in use

Finding Photos



Skate park - Finding

Asset	Skate park
Finding Title	Item - Out of Use at time of inspection
Finding Group	Maintenance
Cause	Other - See Finding Notes
Finding Status	Open
Finding Creation Date	26/01/2021 11:20:00
Resolve By Date	25/02/2021 11:22:00
Finding Resolved Date	
Risk Level	Low
Finding Notes	Skate park back in use

Finding Photos



Previously Reported Findings Marked Complete During Inspection

Team Swing - Finding

Asset	Team Swing
Finding Title	Item - Timber rotting
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	27/03/2023 13:13:45
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Unacceptable / Immediate
Finding Notes	Team swing is rotten and has broken whilst children playing on it.

Finding Photos

