

FLETCHING PARISH COUNCIL

Clerk: Gabriella Paterson-Griggs

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MINUTES of the Meeting of **FLETCHING PARISH COUNCIL** held on Monday 13th May 2024 in the West End, Fletching Parish Church, Church Street, Fletching (7.30 – 8.48pm).

PRESENT: Councillors R Hannay (Chair), D Greenish (Vice-Chair), R Borton, N Collum, K Minch and S De St Croix.

Also in attendance: Gabriella Paterson-Griggs (Clerk and RFO).

Members of the Public in Attendance: 12

APOLOGIES: Apologies for absence were received from Councillors W Constantinou and L Snelgrove. Apologies were also received from Councillors C Coleman (WDC) and R Galley (ESCC)

24/81. ELECTION OF CHAIRMAN

Councillor Greenish proposed and Councillor Minch seconded that Councillor Hannay be elected as Chairman of the Parish Council for the forthcoming year.

It was **RESOLVED** that Councillor Richard Hannay be elected Chairman of the Parish Council for the forthcoming year.

Councillor Richard Hannay signed the Declaration of Acceptance of Office which was witnessed by the Clerk as the Proper Officer.

24/82. ELECTION OF VICE-CHAIRMAN

Councillor Hannay proposed and Councillor De St Croix seconded that Councillor Greenish be elected as Vice-Chairman of the Parish Council for the forthcoming year.

It was **RESOLVED** that Councillor Damian Greenish be elected as Vice-Chairman of the Parish Council for the forthcoming year.

Councillor Damian Greenish signed the Declaration of Acceptance of Office which was witnessed by the Clerk as the Proper Officer.

24/83. DECLARATIONS OF INTEREST

Declarations of Interest **RECEIVED** in respect of items on the agenda, as required by the Members' Code of Conduct:

Minute 24/85(iv) Councillor De St Croix as the neighbour for application WD/2024/0726/F.

In accordance with the FPC Code of Conduct, the councillor left the meeting during the discussion and agreement of comments on this application.

24/84. CODE OF CONDUCT 2024

Councillor Hannay proposed and Councillor De St Croix seconded an additional obligation to the Code of Conduct for 2024 under Member Obligations that reminded Members that they should adhere to the Nolan Principles of Public Life with details of each of the principles. Members were unanimously in favour of this addition.

It was **RESOLVED** that the Code of Conduct 2024 be **APPROVED** with an additional Member Obligation added setting out the Nolan Principles as set out above.

All Councillors present at the meeting signed the Code of Conduct 2024 as amended.

24/85. PLANNING APPLICATIONS - RECEIVED

It was **RESOLVED** to make the comments as set out after each application in respect of the following:

i. WD/2024/0348/F Moons Farm, Sharpsbridge Lane, Piltdown TN22 3XG

Construction of 20m x 40m equestrian arena, stable block comprising 5 no. stables and hardstanding.

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The applicant has sought pre-application advice from WDC and that advice has been disclosed. That advice set out the criteria to be met under the applicable Saved Policies DC12, DC13 and EN8 of the Local Plan to permit equestrian development within the countryside; also the requirements of Ch 16 of the NPPF to assess the impact (if any) on nearby listed buildings. The applicant has followed the advice and, subject to the applicant dealing with any outstanding matters under the Statements, Reports etc. so obtained, the Parish Council SUPPORTS the application, provided that any consent given contains conditions that (i) restrict the use to non-residential use only (ii) use of the arena and stable block should be limited to the private use by the owners for the time being of Moons Farm only and (iii) in the event that use of the arena and stable is no longer required by the owners for the time being of Moons Farm, the stable block and the equestrian arena should be removed and the site reinstated to the satisfaction of the District Planning Authority.

ii. **WD/2024/0917/F + 0918/LB Moons Farm, Sharpsbridge Lane, Piltdown TN22 3XG**

Conversion of parts of outbuildings to ancillary living accommodation, installation of solar panels, replacement of oil tank and associated work.

Although the outbuilding itself is not listed, it lies within the curtilage of two Grade II Listed Buildings and as such this proposal is also subject to a listed building application. The Parish Council agrees that the alterations and internal works will have minimal impact on the curtilage listed building and in consequence SUPPORTS the application.

iii. **WD/2024/0629/F Little Wild, Sharpsbridge Lane, Piltdown TN22 3XG**

Conversion of former pool house to dwellinghouse with associated extension and biodiversity enhancement.

The building (formerly known as Little Sharpes) received in 2020 a planning consent to convert a former pool house in the style of a French barn to form a new one-bedroom residential dwelling with associated extension and alterations. A new application is now made for a larger scheme to provide a three-bedroom house. The applicant has sought pre-application advice from WDC and that advice has been broadly supportive of the scheme. The Parish Council SUPPORTS this application on the basis that there are conditions imposed as regards (i) professional approval of foul and surface water drainage system for the property as it is an area that regularly floods (ii) approval of external materials (iii) approval of landscaping (iv) the protection of trees and hedgerows and (v) the protection of bats and birds in accordance with the recommendations of the submitted Ecological Appraisal and Bat Roost Report.

iv. **WD/2024/0726/F Woolpack Farm Barn, Bell Lane, Fletching TN22 3YB**

Single storey extension to link existing dwelling with existing barns to increasable habitable accommodation of main dwelling together with fenestration alterations and addition of 4 x rooflights.

This site lies outside any development boundary but within the High Weald Area of Outstanding Natural Beauty. Having considered NPPF paras 180 to 183, High Weald AONB Management Plan (2024-2029) and applicable Saved Policies DC19 and EN 27, the Parish Council SUPPORTS the application.

Note: Councillor De St Croix left the meeting during the discussion of this application (See Minute 24/83 above)

v. **WD/2024/0929/FA North Hall Shooting Club, North Hall Lane, Fletching TN22 3SA**

Variation of condition 2 of WD/2005/2619/FR to enable the clubhouse to also be used for Northall CPC meetings, training courses accredited by the CPSA and BASC, first aid training and occasionally for local community and charity events.

Councillors discussed the proposed comments from the Planning Working Group and took into consideration the concerns of the local residents and the views of the applicant. It was **AGREED**

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that a request be made to the planning officer for an extension of time for comments; and the Planning Working Group be delegated with reviewing its comments taking into account the concerns expressed at the meeting to see whether it would be possible for those to be addressed by planning conditions, prior to submission to the planning authority.

24/86. GRANT APPLICATION

The Grant application from the Fletching Bonfire Society for £500 for the purchase of fire extinguishers, fire blankets and first aid kits for all the public events, was considered and it was **RESOLVED** that the grant be awarded in full.

24/87. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the last meeting held on 8th April 2024 were a correct record and were duly signed by the Chairman.

24/88. MATTERS ARISING

The Actions List as prepared and circulated by the Clerk was noted.

24/89. COUNCILLOR RESPONSIBILITIES AND APPOINTMENTS TO WORKING GROUPS AND EXTERNAL BODIES

The proposed appointments of members to individual areas of responsibility, working groups and representatives on external bodies were **APPROVED** as set out below:

Area of Responsibility	Areas Covered	Councillor/Appointee
Assets	<ul style="list-style-type: none">All assets owned by the Parish Council eg. Pump House, Splaynes Green Phone Box, Benches, War Memorial	Cllr Damian Greenish Cllr De St Croix
Burial Ground and Green Spaces	<ul style="list-style-type: none">Burial Ground / CommonsGrass CuttingStreet Cleaning	Cllr Richard Hannay Cllr Kate Minch Cllr Noel Collum
Community Safety	<ul style="list-style-type: none">CSAG/Police Focus GroupRoad Safety/Speed WatchEmergency ServicesFPC Emergency Plan	Cllr Kate Minch Cllr Amanda Abraham
Finance	<ul style="list-style-type: none">Budget / Precept / GrantsGrants / Insurance	Cllr Richard Hannay Cllr De St Croix
Health and Community Services	<ul style="list-style-type: none">NHS / Adult Social Care / Activities for the elderlyTransport	Cllr Kate Minch
Highways	<ul style="list-style-type: none">Roads / Potholes / Verges / Pavements / Flooding / Drainage / Signs / Footpaths / Fingerposts	Cllr Leighton Snelgrove Cllr Amanda Abrahams
Planning Group	<ul style="list-style-type: none">Planning applications received from Wealden District Council for comment	Cllr Noel Collum Cllr Damian Greenish Cllr Leighton Snelgrove Cllr Ross Borton
Staffing	<ul style="list-style-type: none">Pay / Performance ReviewRecruitment	Cllr Richard Hannay Cllr Damian Greenish

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Area of Responsibility	Areas Covered	Councillor/Appointee
Fletching School Liaison	<ul style="list-style-type: none"> Liaison with the school 	Cllr Richard Hannay
Neighbourhood Plan Working Group	<ul style="list-style-type: none"> Setting up the Neighbourhood Plan process for the parish 	Cllr Richard Hannay Cllr Damian Greenish Cllr Leighton Snelgrove Cllr Sally De St Croix 3 parishioners
Fletching Historical Group	<ul style="list-style-type: none"> Partnership between the Church, Parish Council and School 	Cllr Richard Hannay Gabriella Paterson-Griggs
Parking Working Group	<ul style="list-style-type: none"> Improvement to parking issues in the village of Fletching 	Cllr Ross Borton Cllr Amanda Abraham
Ashdown Forest Conservators Parish Liaison Group	<ul style="list-style-type: none"> Partnership meeting between Conservators and parish councils 	Cllr Kate Minch Cllr Leighton Snelgrove
Community Safety Action Group (Uckfield Cluster)	<ul style="list-style-type: none"> Partnership meeting between Police and Parish/Town Councils 	Cllr Kate Minch
East Sussex Association of Local Councils (ESALC)	<ul style="list-style-type: none"> Association of Town and Parish Councils in East Sussex 	Cllr Richard Hannay Gabriella Paterson-Griggs
Fletching Recreation Ground Committee (FPC is Sole Trustee of the FRC Charity)	<ul style="list-style-type: none"> The running of the Fletching recreation ground and children's play area 	Cllr Richard Hannay Cllr Sally De St Croix Chris Rothery
Fletching Village Hall Committee	<ul style="list-style-type: none"> The running of the Village Hall through the Fletching Village Hall Charity 	Cllr Kate Minch (one representative only)
Leches and Smith Charity	<ul style="list-style-type: none"> Charity for the benefit of those in need in Fletching and Danehill 	Andrew Shaw (one representative only)
North Wealden Police Focus Group	<ul style="list-style-type: none"> Focus Group held by the PCC's office for Parish and Town Councils 	Cllr Kate Minch (One representative only) Gabriella Paterson-Griggs
Parish in Bloom	<ul style="list-style-type: none"> Annual competition run by South-East in Bloom 	Cllr Kate Minch Gabriella Paterson-Griggs
Wealden District Association of Local Councils (WDALC)	<ul style="list-style-type: none"> Partnership meeting between District / County and Parish Councils 	Cllr Richard Hannay (one representative only)
Wealden Parish Cluster Group (Central West)	<ul style="list-style-type: none"> Information sharing meeting between Wealden District Council Planning and parish councils 	Cllr Richard Hannay (one representative only)

24/90. **STANDING ORDERS and REGULATIONS**

It was **RESOLVED** to **ADOPT** the following:

- i. Standing Orders 2024

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- ii. Financial Regulations 2024 – it was noted that these were based on the new regulations proposed by the National Association of Local Councils.

24/91. REPORT FROM COUNTY COUNCILLOR GALLEY

The written report received from Councillor Galley, circulated with the agenda, was noted.

24/92. REPORT FROM DISTRICT COUNCILLOR CHRISTINA COLEMAN

Councillor Coleman had given her apologies for the meeting but had given an update at the Annual Parish Meeting the previous week.

24/93. WORKING GROUPS / EXTERNAL GROUPS

- i. *Neighbourhood Plan*: Councillor Hannay reported that a meeting was being planned with the consultant who would visit the parish and talk to the Steering Group and provide recommendations. A decision would then be made as to the next steps. It was confirmed that funding would be available from Locality and that an application would be made as soon as the site was open to applications.
- ii. *Fletching Recreation Ground Committee (FRGC)*: The Clerk reported that the pavilion refurbishment was ongoing and was due to be completed just after the start of the cricket season. In response to a query regarding an area for tree planting on the recreation ground it was suggested that the Bonfire Society has a discussion with the cricket club in the first instance.

24/94. CORRESPONDENCE RECEIVED

- i. *Fletching Cricket Club – additional grass cutting request*: a request had been made to the Chairman that additional grass cuts be undertaken to the grass verge that ran down the outside of the recreation ground during the cricket season. It was noted that a quote had been obtained from the Parish Council's existing grounds maintenance contractor which was £55 + VAT per cut. Councillors discussed the request and agreed that the grass along that verge also caused visibility issues for drivers approaching Fletching village along Ruston Bridge Road as well as difficulties for parents walking their children along the verge to the school.

It was **RESOLVED** that the grounds maintenance contractor be requested to cut the verge at the next available opportunity and then four-weekly until the end of August/beginning of September (to tie in with the other cuts being carried out in the parish during that timeframe). The cost to be met by the Parish Council.

24/95. FINANCE AND ASSETS

- i. The Asset Register for Fletching Parish Council was **AGREED**. The Clerk agreed to investigate whether the beacon should be added to the list.
- ii. The Risk Assessment and Management Document for Fletching Parish Council was **AGREED**.
- iii. The direct debits made to other bodies were **AGREED**.
- iv. The banking arrangements were confirmed for the forthcoming year. It was **AGREED** that Councillors Hannay and Collum would continue as authorised signatories.
- v. The budget outturn for 2023/24 and precept for 2024/25 were noted.
- vi. The arrangements for insurance cover and the payment of the premium were noted.
- vii. The invoices and payments for May 2024 were **AUTHORISED** and the Council's current financial position and bank reconciliation were noted.

24/96. BURIAL GROUND

There were no requests or permits for the Burial Ground.

24/97. ENFORCEMENT – PLANNING

- i. *Flitteridge Farm*: There was no update at this time.

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- ii. *Lay-by Opposite Piltdown Service Station*: concern had been raised by a resident that the lay-by opposite the service station was being used by the used car sales company to park cars in which was blocking access to the post box as well as making it very difficult for the bus to pull into the bus stop. The matter had been raised with both East Sussex Highways and Wealden Planning Enforcement but the responses had not been encouraging. It was noted that both Councillors Coleman and Galley had taken up the case and would be seeking a resolution from the appropriate authority.

24/98. PLANNING APPLICATIONS - DECISIONS

Planning decisions **RECEIVED** from Wealden District Council since the last meeting:

Applications Approved

- i. **WD/2024/0218/F North Hall Shooting Club, North Hall Lane, Fletching TN22 3SA**

Metal storage building. (APPROVED 9 April 2024)

- ii. **WD/2024/0393/F Roselands, Goldbridge Road, Piltdown TN22 3XL**

Make temporary access used during construction of the new dwelling permanent and associated works. (APPROVED 7 May 2024)

- iii. **WD/2024/0504/PO Moons Farm, Sharpsbridge Lane, Piltdown TN22 3XG**

Discharge of s106 Agreement attached to planning permission WD/1995/0915/F (conversion of redundant granary to provide ancillary accommodation). (S106 Agreement REVOCATED 30 April 2024)

Applications Refused – none since the last meeting

Applications Withdrawn

- i. **WD/2023/3456/LB Trading Boundaries, Sheffield Green, Sheffield Park TN22 3RB**

Minor alterations to the first floor involving removal of two non-load bearing partition walls which form a corridor and separate the current staff kitchen and office. (WITHDRAWN 16 April 2024)

- ii. **WD/2024/0230/F The Flying Engine, Mill Lane, Fletching TN22 3PY**

Mounting of 3KW solar array to south facing slope of existing double garage. (WITHDRAWN 9 April 2024)

24/99. ITEMS FOR THE PARISH MAGAZINE

It was agreed that the following items be included for the next edition of the Parish Magazine:

- CIL – request for ideas for Piltdown area
- Grant awarded to the bonfire society

24/100. AGENDA ITEMS FOR FUTURE MEETINGS

- Replacement litter bins and other CIL items

It was requested that Councillors contact the Clerk with any other items they wish to be considered at the next meeting.

24/101. TIME AND DATE OF NEXT MEETINGS

The next meeting of the Parish Council is due to be held on Monday 10th June at 7.30pm in the Pavilion on the Recreation Ground.