



Minutes of the Parish Council Meeting held on Thursday 3 November 2022 in the Small Hall of the Village Hall, Gilberts Drive, East Dean, commencing at 6.30 pm

Councillors present: Cllr P Seeley (Chair), Cllr M Bustard, Cllr G Fowler, Cllr P Hill, Cllr C Lees, and Cllr S Thorogood. Cllr H Milligan observed the meeting on Zoom

In attendance: K Larkin (Parish Clerk) (Items C.652 - C.663), and D Picknell (Admin Officer) (Items C.652 – C.663)

There were no members of the public present

C.652 Acceptance of apologies for absence: Cllr T Bryant, Cllr M Keller

C.653 Declarations of Interests: - None

C.654 Minutes – the minutes of the parish council meeting held on 6 October 2022 were confirmed as a correct record and signed by the Chair.

C.655 Report of Maria Caulfield MP

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

C.656 Business in Progress

The council received and took note of Report 7 on progress made since the meeting on 6 October 2022. The South Downs National Park Authority had granted a Lawful Development Certificate SDNP/22/04148/LDP in respect of the council's proposal to erect a new village sign in Gilberts Drive adjacent to the recreation ground, as a memorial to the late Queen. A photograph of the crown finial for the sign, designed and forged by Mr Alan Godwin, was attached to the report. The following items were discussed:

- a) Cricket Club Hire Agreement – the Chair proposed that the current hire agreement for the use of the pavilion by the Club be extended to January 2025. **The motion was put to the meeting and declared carried unanimously**
- b) Village Christmas Lunch – members agreed to attend the lunch and to serve the wine supplied by the council, as in previous years [date of Thursday 1 December 2022 to be confirmed].

RESOLVED - That the Progress Report be noted and action taken as discussed

C.657 Preliminary Consideration of the Budget and Precept for 2023/24

The council considered Report 8 on the Annual Budget for the first half of the financial year 2022/23, with projected out-turn; and Report 8a on the first draft of the Forward Budget 2023/24. The clerk was requested to put the 2021/22 figures into the new accountancy software for comparative purposes **ACTION: KL**. In discussion it was agreed that the £6,000 raised on the precept for by-elections in the current year and not required should be placed into an Ear Marked Reserve (EMR), and that the precept in 2023/24 should be reduced by a corresponding amount. The amount budgeted for maintenance of the play equipment (4150) should be increased from £1,000 to £2,000 and any unspent amount placed into an EMR. It was noted that the number of budget heads allocated to Rights of Way matters was unnecessarily detailed and that the list could be shortened and rationalised, and this was agreed in principle **ACTION: CL**. All members were requested to keep their areas of interest under review throughout the budget process. A second draft would be brought to the December meeting and if necessary a special budget meeting could be held after the Planning Committee meeting on 20th December 2022. Final approval must be given by the end of January 2023. **ACTION: all members**.

C.658 Parish Council Grant Scheme 2022/23

The council considered an application from the Cricket Club for a grant towards a rainwater harvesting project at the recreation ground [previously discussed at the meeting held on 6 October 2022, Minute C.641]. This would provide an upgrade to council property and would be environmentally positive and an asset for the community. It was noted that the project would cost of the order of £15,000 and that a grant of £10,000 had been applied for from the England Cricket Board. It was agreed in principle that a grant of £5,000 should be offered from the Community Infrastructure Levy funds held by the council.

RESOLVED – That a grant of £5,000 be made from CIL funds towards the installation of rainwater harvesting infrastructure at the recreation ground.

The council considered a request from Wealden Citizens' Advice Bureau for a grant of £275 towards their annual running costs. A similar grant had been made in 2021/22.

RESOLVED – That a grant of £275 be made to the Wealden Citizens' Advice Bureau.

The council considered a request from the Bowls Club for a grant of £800, towards the significant expense of maintaining the green. In discussion it was agreed that a grant of £600 should be paid as in the previous year. The period for applications from other organisations would remain open until 15 November 2022.

RESOLVED – That a grant of £600 be made to the East Dean and Friston Bowls Club.

C.659 Speed Limits in East Dean and Friston

The council considered Report 10 by the Chair on the prospects for achieving a 20mph restriction in residential streets in the parish. Following a meeting between the 20s Plenty Campaign Group and parish councils in East Sussex, hopes had been raised that this desirable goal might be achievable after all. The move would have widespread support in the village. Consideration should be given to reducing the speed limit in Upper and Lower Street, Went Way and Crowlink Lane – south of the A259, and all roads to the north of the A259 on the Downlands Estate which currently are subject to the national speed limit of 60mph. If successful, the campaign might ultimately help with achieving a 30mph limit on the A259. The matter would be raised at the county liaison meeting on 8th November **ACTION: PS/CL**

RESOLVED – To support a campaign for the 20mph restriction in residential streets

RESOLVED - To write to Maria Caulfield, our Wealden and East Sussex Councillors seeking support for this endeavour

RESOLVED - To lobby and inform East Sussex CC Highways that the parish intends to push for this change using all avenues open to it

RESOLVED - To join with other parish councils in East Sussex to promote this road safety campaign

C.660 Play Area Annual Inspection Report 2022

The council took note of the report prepared by the Wicksteed Safety Inspector (Report 11), and of the accompanying quotation for carrying out maintenance work at the play area (Report 11a). It was agreed that the quotation be accepted (£1,143.96) and the works ordered.

RESOLVED - That the quotation from Wicksteed for maintenance work at the play area be approved in the sum of £1,143.96

C.661 Payments and Receipts

The council took note of Report 12 containing the schedule of payments for November, and the schedule of receipts for October 2022, which included a windfall receipt of £7,744.40 from the South Downs National Park Authority as the parish's share of the Community Infrastructure Levy for the previous six months. A payment of £38 was added to the schedule for hall hires in the month of October 2022

[Note: the complete Payments Schedule is appended to these Minutes].

RESOLVED – That the payments totalling £5,250.94 be approved

C.662 Reports:

- a) Planning Committee – the council took note of the draft minutes of the committee meeting held on 18 October 2022
- b) Finance – the council took note of the Budget Monitoring Report for Month 7, 2022/23. The bank balance at the end of October 2022 was £105,914.97.

- c) Neighbourhood Plan Steering Group – the first meeting of the Steering Group had been postponed to 14 November 2022
- d) Traffic Management Working Group – new batteries and keys had been obtained for the speed signs and councillors would be trained in how to use them **ACTION: PS/ST/CL/PH**
- e) Rights of Way and Highways – (i) a county liaison (SLR) meeting would be held on 8 November 2022; (ii) The Residents' Association had cleared some gullies around the entrance to Micheldene Road, which was much appreciated; (iii) The landowner of the bank on the left side of the entrance would arrange for it to be strimmed; (iv) Friston Pond was beginning to be clogged with water lilies and a round of maintenance should be organised **ACTION: ST/PH/MB to discuss with Mr Warner**
- f) Recreation Ground – the pavilion would shortly be closed for the winter and the water turned off; the water meter would then be read **ACTION: GF/PH**
- g) Defibrillators – all the defibrillators were now operational, registered, and checked on a monthly basis. A training session had been arranged for 22 November, and 23 people had so far requested to attend **ACTION: DP to check if there is a maximum number for one session.** This level of interest was very welcome and further sessions could be arranged to meet demand. There was also an interest in CPR (cardiopulmonary resuscitation) training. The trainer would be asked if this could be combined with defibrillator training **ACTION: DP**

RESOLVED - That the above reports a) – g) be noted and action taken as discussed.

C.663 Correspondence

The council took note that although there had been no other Correspondence not dealt with elsewhere on the agenda, an email had been received from Cuckmere Buses indicating that a donation in addition to the regular service support grant would be welcome as passenger numbers were only gradually rising to pre-Covid levels. The bus company would be invited to apply for a grant e.g. £500 **ACTION: KL to contact the company**

It was also noted that the damaged litter bin from the East Dean bus stop (north side) should be replaced, and a motion to that effect should be put on the December agenda **ACTION: KL**

The Chair noted that the following item of business should be discussed privately by reason of its confidential nature. The Clerk and the Admin Officer left the meeting. There were no members of the public present.

C.664 Officer Annual Appraisals

The Chair reported on a communication from the National Association of Local Councils dated 2 November 2022 advising that the national salary award for 2022/23 had now been agreed by the employers and the unions, and that all spine points on the national salary scale had been raised by £1 with effect from 1 April 2022. The council agreed in principle that the Clerk and the Admin Officer should each receive

this salary award, and that a motion should be brought to the December meeting for approval **ACTION: KL**. The pay award also included one additional day's leave per officer per year and it was agreed that this too should be given to the Clerk and the Admin Officer.

The Chair also reported on the annual appraisals of the Clerk/RFO and the Admin Officer. Regarding the clerk, it was proposed that she should move from spine point 25 to spine point 26 on the national salary scale with effect from 1st April 2023 (hourly rate £17.10). Members recorded their thanks to the clerk for her work and support.

RESOLVED – That the clerk/RFO should be moved to spine point 26 on the national salary scale with effect from 1 April 2023

Members then considered a request from the Admin Officer for a review of pay banding, to which the Chair would respond on behalf of the council **ACTION: PS**. All councillors recognised the tremendous work done by the Admin Officer for the Parish Council and recorded their thanks for her dedication and input to council business.

C.665 Date of next meeting: - Thursday 1 December 2022 at 6.30 pm in the Small Hall.

There being no further business, the meeting closed at 8.00 pm.

Signed..... (Chair)

Date.....

APPENDIX

PAYEE	DETAILS	SUB TOTAL	VAT	TOTAL	REF.NO	DATE	NOTES	
Cuckmere Buses	Support grant - July to Sept 2022	680.38	-	680.38	1920	13/10/2022	Paid	
Business Stream	Water services Q.2	49.95	-	49.95	D/D	31/10/2022	Paid	
HMRC	PAYE/NICS - October 2022	247.32	-	247.32	1921	03/11/2022		
P Seeley	Refund Speed sign batteries	707.50	141.50	849.00	1922	03/11/2022		
East Sussex Pension Fund	Contributions - October 2022	494.32		494.32	1923	03/11/2022		
EDF Energy	Pavilion supply 11 Aug - 18 Oct 2022	99.05	4.95	104.00	1924	03/11/2022		
Grants (Eastbourne) Ltd	Grounds mtce - ctober2022	923.00	184.60	1,107.60	1925	03/11/2022		
K Larkin	Office costs/mileage - October 2022	38.78	-	38.78	1926	03/11/2022		
D Picknell	Office costs - October 2022	26.00	-	26.00	1927	03/11/2022		
P Hill	Refund hanging baskets	55.25	-	55.25	1928	03/11/2022		
K Larkin/D Picknell	Net salaries (aggregated) November 202	1,560.34	-	1,560.34	1929/1930	28/11/2022		
Village Hall Trust	Hall hires - October 2022	38.00	-	38.00	1931	03/11/2022		
TOTAL		4,919.89	331.05	5,250.94				
RECEIPTS								
SDNPA	CIL funds - October 2022	7,744.40		7,744.40	BGC	20/10/2022		
HMRC	VAT refund	913.91		913.91	BGC	26/10/2022		
TOTAL		8,658.31	-	8,658.31				