

Date: 4th April 2019

Title: Report Item 4 – Business in Progress

By: K Larkin (Parish Clerk)

Purpose: To provide an update on progress since the March meeting

Recommendations: To note the progress report

The following are matters of report arising from the March council meeting:

- **Deed of Easement** – the council has confirmed to its solicitor that no further action is required.
- **Friston Buildout** – the East Sussex Highways designers have not yet told the parish who is their contact officer for this scheme
- **Verge in Downsvie Lane** – the council's mowing contractor is making enquiries as to availability of side-arm equipment and insurance cover
- **Signed documents** – the Village Hall Hire Agreement has been returned to the Hall Manager; the Cricket Club Hire Agreement has been sent to the Club Chair (and the Club has paid the hire fee for the 2019 season); the Memorandum of Understanding for the Refill scheme has been returned to WDC and a supply of window stickers/posters is awaited.
- **Annual Village Meeting** – invitations have been issued to all village organisations. Items for the agenda should be notified to the council by 3 April; other items (written reports, slides etc.) should be in by 19 April.
- **Council Website** – a new page has been set up for the Neighbourhood Plan, and the Finance page is being updated
- **Trees in Micheldene Road** – Tree Warden to obtain quotes as he has recommended.
- **Downlands Way Maintenance** – the supply of notices has been delayed over problems printing the PC logo on plastic. It has been reformatted and re-sent to Timpsons
- **Pavilion** – work should be in progress on replacing the kitchen ceiling and the damaged wall panels in the male changing room and the main hall. A second quote is being obtained for Insulation works, which have been deferred.
- **Grant scheme** – this has been re-advertised to village organisations for 2019. Applications should be in by the end of April, and decisions made (and grants paid) in June
- **Bank signatories** – there has been no response from Barclays since changes were notified to them last October. It is suggested that a fresh approach is made after the May elections and the next APCM
- **Assets of Community Value** – an application has been made to WDC for the Horsefield car park to be listed as an asset of community value for another five years. (The village hall site is already listed under reference 18002 until 2023). WDC have asked for the site map to be amended to exclude a small piece of land cutting across the visibility splay at the car park entrance which they say is in different ownership to the main car park
- **Query over moved litter bin** – WDC has a separate contractor to move bins and they are only sent out when there is a specific instruction. The East Dean bus stop bin has been moved by someone else. The parish council needs to move it back.

- **Insurance against cyber-crime** – a quote has been requested for a new Cyber-Crime policy, to run concurrently with the council's general policy from the same provider, from 1st June 2019
- **Play area fence** – DJ Utilities (the contractors) seem to have no current instructions from SGN Ltd and have advised that any further enquiries should be sent direct to SGN. A letter has been sent to SGN Ltd following up their kind offer of free labour for this project (in addition to a grant of £1,000 towards new play equipment, which has been received and used). The council has suggested that if the contractor is no longer working in the area, SGN might consider making a further donation in lieu of free labour.

28/03/2019

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