



## LAUGHTON PARISH COUNCIL



### **UNADOPTED Minutes**

Minutes of the Virtual AGM and Parish Council Meeting held on the 13<sup>th</sup> May 2020 at 7pm. Meeting held virtually. This virtual meeting is allowed under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England & Wales) Regulations 2020.

Present: (Chair) Cllr Dart, (Vice Chair) Cllr Weller, Cllr Breeds, Cllr Crozier, Cllr Hallam and Cllr Poore. Cllr Bennett (East Sussex County Council) and Cllr Watts (Wealden District Council)

2 Members of the public present

#### **1. Election of Chairman**

*Cllr Poore nominated Cllr Dart and Cllr Breeds seconded this proposal. All agreed for Cllr Dart to be Chair of Laughton Parish Council.*

#### **2. Public Session**

*None*

#### **3. To accept the minutes from the meeting held on Wednesday 18<sup>th</sup> March 2020.**

*The minutes were agreed and will be signed accordingly at the next available opportunity abiding by the social distancing rules set out by the government.*

#### **4. Declarations of interest. To receive notices of declarations personal and prejudicial, in respect of items on this agenda.**

*None*

#### **5. Election of Vice Chairman**

*Cllr Dart nominated Cllr Weller and Cllr Poore seconded this proposal. All agreed for Cllr Weller to be Vice Chair of Laughton Parish Council.*

#### **6. MEMBERS TO AGREE CONFIDENTIAL ITEMS ON THE AGENDA FOR THE EXCLUSION OF THE PRESS AND MEMBERS OF THE PUBLIC.**

*None*

#### **7. East Sussex County Council and Wealden District Council reports**

**ESCC** – *Cllr Bennett circulated before the meeting a summary report of what the Council has been involved in and what work and services the Council has launched to support the nation in the Covid 19 pandemic. This can be found on the Parish Council website. The Clerk circulated this report to members before the meeting.*

*Cllr Crozier thanked Cllr Bennett for creating the report as she felt it was a very useful guide.*

#### **Cllr Bennett left the meeting**

**WDC**- *Cllr Watts checked members have received the updates from Alex White regarding Wealden Hub and the services available and any up to date reports. The Clerk and members informed Cllr Watts these have been received and are placed on the website for residents to access.*

*Cllr Watts reported £27.5 million pounds worth of grants have been given to 2500 businesses across the district. Wealden District Council has also contacted businesses to make them aware*

*of the help that is available. However, not all businesses have accepted the help that is available for various reasons and unfortunately some losses of these businesses will happen due to the Covid 19 crisis.*

*The majority of WDC staff are working from home because of the Covid crisis, post is still being collected.*

**A member of the public entered the meeting**

*Cllr Watts explained to members there have been significant challenges as major problems have occurred with unauthorised buildings being constructed without planning permission. The enforcement team are aware of these issues and these will be dealt with as soon as possible. This is an example of how people are taking advantage at this time.*

*Cllr Watts wanted to also check that notification has been received for up coming water works. Members informed him this notification has been received.*

**Cllr Watts left the meeting**

**8. APPOINTMENT OF COUNCILLORS TO COMMITTEES**

**Planning** – *All Councillors are to be on the planning committee*

**To agree delegated authority of consider planning applications by email?**

*All members agree planning to be discussed and agreed by email when required.*

**9. APPOINTMENT OF COUNCILLORS AS PARISH REPRESENTATIVES**

Village Hall Committee/Trustee – *Appointed Cllr Dart and Cllr Hallam*

Laughton Parish Council Tree Warden - *Appointed Susan Redshaw*

WDALC (Wealden District Association of Local Councils) - *Appointed Cllr Dart and Cllr Crozier*

Parish Emergency Officer – *Members agreed for this appointment to be reviewed at a later date.*

Neighbourhood Watch/Crime prevention initiative – *Appointed Cllr Crozier*

Footpath Representative - *Appointed Cllr Crozier and Cllr Weller*

**10. Planning**

**a) Plans** – *None*

**b) To consider any planning applications that have been received after the agenda has been published.**

**WD/2020/0771/F** – OLD LAUGHTON SAWMILL, PARK LANE, LAUGHTON, BN8 6BP  
Removal of existing storage buildings and stationing of 28 self-storage containers.

**WD/2018/0234/F & WD/2018/0235/LB** - CHELWOOD, POUND LANE, LAUGHTON, BN8 6BE. Single storey extension to provide ground floor bedroom, Utilities and kitchen/dining space with associated landscaping to private outdoor amenity. Double timber frame garage to replace existing single garage. Replacement of unauthorised close-boarded fence with post and rail fence.

As these planning applications were received late members agreed to comment by email. All agreed this action.

c) **Planning applications refused, referred, withdrawn or appeals** *None*

d) **To note approved responses to applications and appeals approved by email**

**WD/2020/0512/FR - LAUGHTON MANOR, LEWES ROAD, LAUGHTON, BN8 6BY**  
*Retrospective application for the construction of a detached garage building within the curtilage of the property.*

*Laughton Parish Council is deeply disappointed that this was not subject to consultation before the garage was built.*

*Nearby residents have commented that they are adversely impacted by lights from the garage and driveway which are left on all night. The lighting needs to be removed or modified so that it does not cause a nuisance or light pollution.*

*The garage is not well located for it to be ancillary to the occupation of the host dwelling. As such the building should be tightly conditioned so that the garage/parking area shall be used solely for vehicle parking purposes incidental to the occupation and enjoyment of the dwelling which it serves, and that it shall not be used for nor in connection with any commercial trade or business purposes and shall not be converted into habitable accommodation, including domestic workshop, study, games room and similar uses.*

e) **Other planning matters – to discuss or note any other planning matters brought to the attention of the Parish Council.**

*C/2020/0055 – South View – members agreed due to the position of the property members are not on site or in a position to fill out the requested diary. The Clerk will inform the planning department and no further action is required at this time.*

**11. Financial Matters – Authorisation of payments of accounts –To approve accounts for payment – (a schedule of receipts and payments will be presented at the meeting) – list of payments on separate sheet.**

- **To Agree Insurance renewal for Zurich insurance** - *Members were given two quotes to review, there was a large difference between the quotes. One quote was from a company not recommended by SALC. Members agreed for the Clerk to ask the current insurance company why there is such a difference. Members agreed to stay with the current recommended company and to review next year.*
- **May Payments** – *All payments were agreed, Cllr Breeds to authorise online transfer.*
- **End of year Budget finalised** – *Members reviewed the budget and agreed the finalised figures.*

**12. Review and completion of audit – To sign the completed audit,**

- a) **Section one** – Annual governance statement
- b) **Section two** – Accounting statement

*The Clerk informed members she is still waiting for the internal audit report. The audit cannot be signed until this is received. Members agreed to move the agenda item to the June meeting.*

**13. RESIGNATION OF COUNCILLOR** – *Members agreed to accept the resignation of Councillor Mike Cook. A letter of thanks was sent on behalf of all members by the Chair.*

**14. ITEMS FOR DECISION AND ALLOCATION OF RESOURCES**

**14.1 Village Maintenance** – *The Clerk informed members that the contractor who originally was going to install the bins has retired. The Clerk has asked for a quote from ESCC to install the new*

*bins and remove the old bins. Depending on the costing of the quote this will be brought to the next meeting for discussion or will be agreed by email. All agreed this action.*

**14.2 Playground Maintenance** – *No work is required at this present time. The playgrounds are currently closed and gates have been locked with cable ties and signs have been placed to inform residents they are not to use the playgrounds following government guidelines. Due to the opening of the school in June and following the guidelines which have not recommend opening playgrounds, the Clerk will ask the insurance company if the Parish council are covered by the insurance with the measures that have been undertaken.*

**14.3 Conflict of interest policy for volunteers co-opted to Parish Council Roles** – *Members agreed to adopt the policy and to send to all volunteers.*

**14.4– Speed Related Issues/concerns in Laughton & B2124** – *Members noted people are generally speeding in and out of the village due to less traffic.*

**A member of the public left the meeting**

*No accidents have been reported at this time. Cllr Weller recommended a request to report any accidents to the Parish Council by placing a notice on the website and the parish magazine.*

**14.5- To ratify the adoption of Standing Orders by email with delegated powers** - *Members agreed to ratify the standing orders and delegated powers.*

**14.6-Pelham Field** – *Members discussed the recent email received by Strutt and Parker. Members agreed that Cllr Dart would speak to Strutt and Parker. All members agreed this action.*

**14.7 – To agree the risk policy** – *Members reviewed and agreed to adopt the Risk Management Policy.*

**15. ITEMS FOR UPDATING AND NOTING**

15.1- Water - Update on the recent progress – *Awaiting confirmation of start date*

**16 - CORRESPONDENCE - All correspondence will be circulated and noted at the meetings**

For noting (Previously Circulated or request a copy to be sent)

- Planning for a Safer Future Consultation

*These were noted by members*

**16.1- Correspondence after the agenda was published –**

- Webinar of East Sussex Fire and Rescue service - This will be recirculated to members

- Licence application - *Members will comment on this application personally as this was not on the agenda for actions to be approved.*

- Carrying out carriageway patching on Potato Lane to be carried out on the 27<sup>th</sup> May - *This was noted by members*

**17- REPORTS (by leave) NOT FOR DECISION**

Cllr Dart reported she will write a response to East Hoathly in regards to a previous email.

**Meeting closed at 20.50pm**