

# FLETCHING PARISH COUNCIL

Clerk: Gabriella Paterson-Griggs

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6<sup>th</sup> November 2024

## FLETCHING PARISH COUNCIL MEETING - Monday 11<sup>th</sup> November 2024

To Members of the Fletching Parish Council: You are summoned to attend a meeting of Fletching Parish Council on Monday 11<sup>th</sup> November 2024, 6.30pm at the Pavilion, Fletching Recreation Ground, Church Street, Fletching.

Signed: *Gabriella Paterson-Griggs*, Clerk and RFO

### Public Questions

*The first ten minutes, before the start of the meeting, are available for public participation. Members of the public may ask questions or make representations, in respect of the business on the agenda. They may only speak at other points during the meeting, at the Chairman's discretion, if they have knowledge or information that will aid the discussion.*

This meeting may be audio recorded for the purpose of minute taking

### AGENDA

#### 1. APOLOGIES

Apologies for absence as reported at the meeting.

#### 2. DECLARATIONS OF INTEREST

To receive Declarations of Interest in respect of items on the agenda, as required by the Members' Code of Conduct.

#### 3. MINUTES

To resolve that the minutes of the meetings held on 14<sup>th</sup> October 2024 as circulated on the agenda are confirmed as a correct record and signed by the Chairman. - [attached](#)

#### 4. MATTERS ARISING

Update on any matters arising from the last meeting not covered elsewhere on the agenda. To note any action taken or agree further action to be taken. - [attached](#)

#### 5. REPORT FROM COUNTY COUNCILLOR

To receive a report from the County Councillor Roy Galley.

#### 6. REPORT FROM DISTRICT COUNCILLOR

To receive a report from District Councillor Christina Coleman.

#### 7. WORKING GROUPS / EXTERNAL GROUPS

To receive reports/updates from the Working Groups and External Bodies:

- i. Neighbourhood Plan Working Group – Councillor Hannay
- ii. Fletching Recreation Ground Committee – Clerk
- iii. Fletching History Archive – Councillor Hannay

#### 8. CORRESPONDENCE RECEIVED

To note any correspondence received since the last meeting and agreed any actions arising.

- i. ESCC: Grass Cutting Service 2025 – options – [see attached. This is the annual request from ESCC about verge cuts. There are three options: Standard – two cuts per year \(free to the Parish Council\); Extra Cuts – upto an additional 4 cuts \(cost to PC £729.32\); Self-delivery – the Parish Council undertakes a minimum of 2 cuts \(PC receives £364.66\)](#)
- ii. MHCG: Enabling Remote Attendance and Proxy Voting at Local Authority Meetings – consultation – [see attached. This government consultation seeks views on the detail and practical implications of allowing hybrid attendance at council meetings. The closing date is 19 December 2024. To agree whether to make a response.](#)

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- iii. Wealden District Council: Environmental Framework for Events and Licensed Businesses – [Wealden Council has launched a consultation on our Environmental Framework for Events and Licensed Businesses. Environmental Framework for Events and Licensed Businesses | Let's Talk Wealden.](#) To agree whether to make a response - the deadline for responses is 1 December 2024.

## 9. FINANCE AND ASSETS

- i. To approve the invoices and payments for November 2024 and note the Council's current financial position and bank reconciliation. – [see attached](#)
- ii. To note the Local Government Services Pay Agreement 2024/25 – [the pay award for 2024/25 was agreed in October 2024 by the NJC with a £1290 \(pro rata for part-time employees\) increase on all NJC pay points 2-43.](#)

## 10. WEBSITE - .GOV.UK DOMAIN

To consider moving to a .gov.uk domain for the Parish Council – [see attached report. To decide whether to adopt a .gov.uk domain for the website and email address for the clerk and to consolidate the website design and hosting with one company.](#)

## 11. BURIAL GROUND

To approve any requests or permits for the Burial Ground. – [there are none](#)

## PLANNING AND LICENSING

### 12. ENFORCEMENT – PLANNING AND DRAINAGE

To discuss any issues/updates raised related to suspected breaches of planning or other regulations.

### 13. PLANNING APPLICATIONS - RECEIVED

To agree comments to be submitted to Wealden District Council for the following applications: - [see separate documents for i and ii and iv. See attached for iii.](#)

- i. **WD/2023/2122/F Moses Farm, Goldbridge Road, Piltdown TN22 3XN**

Construction of two new self-build dwellings on vacant land east of Moses Farmhouse with associated landscaping works. (Comments to be submitted by 12 November 2024)

- ii. **WD/2024/2218/F Heathside, Barkham Lane, Piltdown TN22 3XE**

Change of use of land from agricultural to domestic. (Comments to be submitted by 12 November 2024)

- iii. **WD/2024/2301/F Piltdown Cottage, Golf Club Lane, Piltdown TN22 3XB**

Proposed two storey rear extension and internal alterations. (Comments to be submitted by 12 November 2024)

To note the comments previously submitted to Wealden District Council for the following application:

- iv. **WD/2024/2267/PIP Land at rear of Roselands, Goldbridge Road, Piltdown TN22 3XL**

Erection of two bedroom single storey dwelling and associated works. (Comments submitted on 31 October 2024)

### 14. PLANNING APPLICATIONS - DECISIONS

To note the planning application decisions from Wealden District Council received since the last meeting(s):

*Applications Approved*

- i. **WD/2024/0103/F Malling Farm, Down Street, Piltdown TN22 3XU**

Replacement of a lawful park home with a new dwelling. (APPROVED 24 October 2024)

- ii. **WD/2024/1041/LB The Griffin, High Street, Fletching TN22 3SS**

Internal refurbishment works to listed building and curtilage of listed building. (APPROVED 15 October 2024)

- iii. **WD/2024/1346/F Little Wild, Sharpsbridge Lane, Piltdown TN22 3XG**

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Proposed single storey side extension, enlargement of side dormer window, side extension to provide main entrance vestibule, roof lights, proposed swimming pool and related development. (APPROVED 11 October 2024)

iv. **WD/2024/1862/LB The Griffin, High Street, Fletching TN22 3SS**

Replacement of the existing dilapidated trade kitchen cookline extract flue and air intake, forming new lobby into trade kitchen, repositioning of stud walling within second floor laundry / boiler room, entrance plaque signage. (APPROVED 23 October 2024)

v. **WD/2024/1864/F The Griffin, High Street, Fletching TN22 3SS**

Replacement of the existing dilapidated trade kitchen cookline extract flue and air intake, 2 no entrance plaque signs, 2 no electric charging bays and improvements to disabled customer parking. (APPROVED 23 October 2024)

Response to the Parish Council for both applications (1862 + 1864)

*The Parish Council concerns are acknowledged.*

*Discussions with the agent have led to the scheme being amended.*

*In consultation with the WDC Conservation Officer, it has been agreed that the external intake and extract equipment would be painted terracotta to blend with the roof tiles. While the Parish Council comments were noted it was considered that any screening could potentially look more out of place than the extract equipment itself.*

*In addition, to address concerns with regard to the appearance of the parking spaces, the surface of the smaller EVC bay would be retained as gravel and the non slip surfacing to the larger EVC bay and the disabled bay would be a buff colour to blend in with gravel surface over the remainder of the car park.*

vi. **WD/2024/1980/LBR Shortbridge Mill, Shortbridge Road, Piltdown TN22 3XA**

Removal of existing weatherboard to front elevation, repair of the timber frame construction to the upper floors and reinstatement of existing weatherboard (where sound). Any deficit made up of new timber to match existing on a like for like basis (part retrospective). (APPROVED 21 October 2024).

vii. **WD/2024/2197/FA Little Wild, Sharpsbridge Lane, Piltdown TN22 3XG**

Variation of conditions 2 & 6 of WD/2024/0629/F to enable omission of 6 no. dormer windows to be replaced with standard velux skylights, alterations to internal layout, new catslide roof to accommodate taller sliding doors to the rear and enlargement of existing window openings on each side elevation. (APPROVED 29 October 2024)

*Applications Refused*

i. **WD/2024/0971/LDE Little Searles, Bell Lane, Fletching TN22 3YB**

Applications for the existing and continuous residential use of the caravan and the 'small barn' as one residential dwelling. (CERTIFICATE NOT ISSUED 31 October 2024)

*Applications Withdrawn*

i. **WD/2024/1874/F Old Spot Farm, Goldbridge Road, Piltdown TN22 3XN**

Demolition of existing farm shop and outbuildings and erection of six semi-detached dwellings with associated landscaping and infrastructure. (WITHDRAWN 18 October 2024)

ii. **WD/2024/1875/F Old Spot Farm, Goldbridge Road, Piltdown TN22 3XN**

Erection of one self-build two storey dwelling with associated landscaping and infrastructure. (WITHDRAWN 18 October 2024)

## 15. ITEMS FOR THE PARISH MAGAZINE

To agree any items to be included in future editions of the Parish Magazine

## 16. AGENDA ITEMS FOR FUTURE MEETINGS

To discuss and note any future agenda items

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## 17. TIME AND DATE OF THE NEXT MEETING

To agree the time and dates of the next meeting of the Parish Council. – [9 December 2024 6.30pm](#)

- [see attached for the 2025 dates](#)

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**MINUTES** of the Meeting of **FLETCHING PARISH COUNCIL** held on Monday 14<sup>th</sup> October 2024 in The Pavilion, Fletching Recreation Ground, Fletching (6.30 – 7.35pm).

**PRESENT:** Councillors R Hannay (Chair), A Abraham, R Borton, N Collum, W Constantinou and K Minch.

Also in attendance: Gabriella Paterson-Griggs (Clerk and RFO) and Councillors C Coleman (WDC) and R Galley (ESCC)

Members of the Public in Attendance: 3

**APOLOGIES:** Apologies for absence were received from Councillors D Greenish and S De St Croix

## **24/158. DECLARATIONS OF INTEREST**

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

Minute 24/169 (vi) Councillor Hannay as the applicant was a friend - WD/2024/2088/FR

Minute 24/169 (iii and iv) Councillors Abraham and Minch as their properties were close to the application site – WD/2024/1874/F + 1875/F

In accordance with the FPC Code of Conduct, the councillors did not participate in the discussion or vote on the agreement of comments on these applications.

## **24/159. MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the last meeting held on 9<sup>th</sup> September 2024 were a correct record and were duly signed by the Chairman.

## **24/160. MATTERS ARISING**

The Actions List as prepared and circulated by the Clerk was noted. The following items were discussed.

- CIL Funds – the Clerk reported at the meeting that the order had been put in for the replacement bins and handrail and that an installation date was awaited.

## **24/161. REPORT FROM COUNTY COUNCILLOR**

Councillor Galley reported that ESCC had met the previous week and that there was a major budget shortfall for 2025/26 which could result in cuts to services. He also explained that a Motion had been debated at the meeting in respect of ESCC being an active participant in the 'City of Sanctuary Local Authority Network'. It was noted that a letter of explanation was due to be sent to the Chairs of Parish Councils.

With regards to the lack of PCSO raised at the last meeting, Councillor Galley stated that he had spoken to the Police and Crime Commissioner, Katy Bourne, who had confirmed that all parishes have a named PCSO. It was noted that the other parishes in the area were not concerned about this issue but Councillor Galley would keep a watching brief.

Councillor Galley explained that he would be going out with the new Highway Steward for the area to show them that the state of the roads in his area were not 'fine' as he was being told. It was noted that there was still no success with getting the road from North Hall Lane to Ruston Bridge Road repaired. In response to a query about the drainage and kerbstone works being undertaken in Church Street, Councillor Galley was not aware of the details but would contact Highways to get more details.

Note: Councillor K Minch arrived at the meeting at 6.40pm during this item.

## **24/162. REPORT FROM DISTRICT COUNCILLOR**

Councillor Coleman reported that there had been an increase of planning applications submitted to Wealden as applicants were trying to get in before the biodiversity net gain deadlines. It was noted that Wealden District Council had responded to the latest NPPF consultation as had Councillor Coleman. There were no further updates on the implications for the local plan but it was hoped that

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the response to the regulation 18 consultation would be published imminently. It was noted that the responses to the Wealden Climate Change survey would feed directly into the Climate Change Strategy.

Councillor Coleman also reported that she was a member of the Wealden Food Partnership which had launched a new website – wealdenfoodpartnership.org.uk. It was noted that applications could be made to the Wealden Community Grants scheme but this was not open to Parish Councils.

## 24/163. PLANNING APPLICATION RECEIVED

The following applications were discussed. See Minute 24/169 (iii and iv) below for further information.

WD/2024/1874/F + 1875/F Old Spot Farm, Goldbridge Road, Piltdown TN22 3XN

## 24/164. WORKING GROUPS / EXTERNAL GROUPS

- i. *Neighbourhood Plan*: Councillor Hannay reported that there would be an article in the Parish Magazine requesting parishioners to identify areas and items of significant interest.
- ii. *Planning Working Group*: the report setting out an amendment to the membership of the Planning Working Group, produced by the Clerk and circulated prior to the meeting, was discussed and it was agreed that Mark Creamer, a current member of the Neighbourhood Plan Steering Group, be appointed to the Planning Working Group. Councillor Hannay also requested that the planning advice received from Hugh Bullock, when requested by the Group, also be formally recognised. This was agreed and the Planning Protocol to be amended accordingly.

It was, therefore, **RESOLVED** that:

1. The Parish Council appoint up to two non-councillors to the Planning Working Group with immediate effect;
2. The non-councillor appointees to be existing members of the Neighbourhood Plan Steering Group;
3. The Planning Protocol be amended to:
  - a. reflect the new membership arrangements;
  - b. state that at least one councillor must attend a site meeting;
  - c. that at least two councillors must be involved in agreeing the comments when submitting them on behalf of the Council; and
  - d. the Planning Working Group on behalf of the Parish Council can, when it deems it appropriate, ask Hugh Bullock to provide planning advice to the Group/Parish Council as an independent consultant.
- iii. *Fletching Recreation Ground Committee (FRGC)*: The Clerk reported that the meeting of the FRGC due to take place in September had been postponed but was rescheduled. It was noted that suitable chairs had now been procured for the pavilion by Councillor Hannay on behalf of the FRGC.

## 24/165. CORRESPONDENCE RECEIVED

- i. *Nature Recovery Strategy for Sussex*: It was noted that Councillor De St Croix had undertaken this on behalf of the Parish Council.
- ii. *Wealden DC – Members' Allowances and Remuneration 2025/26*: Members noted the annual request for feedback to the Independent Remuneration Panel and confirmed they had nothing to report.
- iii. *Wealden DC – Environmental Framework for Events and Licensed Businesses*: The consultation was noted and it was agreed to put this on the agenda for the next meeting.

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## 24/166. FINANCE AND ASSETS

- i. The invoices and payments for October 2024 were **AUTHORISED** and the Council's current financial position and bank reconciliation were noted.
- ii. External Audit 2023/24 – Councillors noted the External Auditor's Note and Certificate and thanked the Clerk for her work on the audit.

## 24/167. BURIAL GROUND

- i. Councillors **APPROVED** the memorial application.

## 24/168. ENFORCEMENT – PLANNING and DRAINAGE

There were no enforcement issues to discuss

## 24/169. PLANNING APPLICATIONS - RECEIVED

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

- i. **WD/2023/1466/LB St Mary's House, High Street, Fletching TN22 3SS**

Re-tiling of roof.

*This is for a repair to the roof and the external tiles will be the same. Some concern is raised about using felt in an old roof because this reduces the air flow and will encourage rot of the timber and reduce the life of the roof. The Parish Council SUPPORTS this application.*

- ii. **WD/2024/0103/F Malling Farm, Down Street, Piltdown TN22 3XU**

Replacement of lawful park home with a new dwelling (Amended Plans).

*The revision to the "red site area" really just reflects land ownership boundaries and has no material impact on the application. Therefore, the Parish Council has NO ADDITIONAL COMMENTS to make*

- iii. **WD/2024/1874/F Old Spot Farm, Goldbridge Road, Piltdown TN22 3XN**

Demolition of existing farm shop and outbuildings and erection of six semi-detached dwellings with associated landscaping and infrastructure.

- iv. **WD/2024/1875/F Old Spot Farm, Goldbridge Road, Piltdown TN22 3XN**

Erection of one self-build two storey dwelling with associated landscaping and infrastructure.

*The Parish Council OBJECTS to these applications. See detailed response attached to these minutes.*

Note: Councillors Abraham and Minch declared an interest in these applications and took no part in the discussion or voting on the applications (see Minute 24/158 above).

- v. **WD/2024/1980/LBR Shortbridge Mill, Shortbridge Road, Piltdown TN22 3XA**

Removal of existing weatherboard to font elevation, repair of the timber frame construction to the upper floors and reinstatement of existing weatherboard (where sound). Any deficit made up of new timber to match existing on a like for like basis (part retrospective).

*Obviously, repairs are necessary as photographs of the rot show and the Parish Council is pleased that they are using oak throughout which is important and are not using any felt. The repairs seem to be appropriate and the Parish Council SUPPORTS the application.*

Note: Cllr Greenish declared an interest in this application as the owner is a friend and he took no part in the consideration of the application by the Planning Working Group.

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vi. **WD/2024/2088/FR Pond Cottage, North Hall Lane, Splaynes Green, Fletching**

Part retrospective application to retain existing building for continued use as residential annex and occasional use as a holiday let. No increase in footprint, bulk or volume, no external material changes.

*Planning consent was given in 2021 for “demolition of the existing garage and store, erection of new garage and store with accommodation in the roof void; new link from garage from house; new garden wall”. Condition 4 of that consent was in the following terms:*

*“The garage extension hereby permitted shall be regarded and used as an integral part of the existing dwelling, Pond Cottage, and shall not be used for nor in connection with any commercial trade or business purposes. The ground floor garage space shall not be converted into habitable accommodation, including domestic workshop, study, games room and similar uses, without the prior written consent of the Local Planning Authority.*

*REASON: To protect the visual and residential amenities of the site and to ensure the retention of parking/storage provision to obviate the need for further outbuildings having regard to SPO13 and WCS14 to the Wealden Core Strategy Local Plan 2013, Saved Policies EN6, EN19, EN27 and TR16 of the adopted Wealden Local Plan 1998 coupled with the requirements of the National Planning Policy Framework 2021.”*

*The applicants are in breach of this condition. The ground floor garage space has been “converted” into habitable accommodation, originally for the applicant’s father and more recently for the occasional Airbnb letting. This application is to retain that unauthorised use as habitable accommodation.*

*The 2021 planning consent is very recent. The Design and Access Statement suggests that the provision of habitable accommodation on the ground floor was made “at the time of the original construction”. If that is right, the extension wasn’t even built as a garage so the breach was pretty much “ab initio”. The Parish Council does not have any great objection in principle to an Airbnb use (it is understood there is significant demand for it in the area) but it is conscious of the reasons given for the prohibition on conversion into habitable accommodation which were: “To protect the visual and residential amenities of the site and to ensure the retention of parking/storage provision to obviate the need for further outbuildings etc.....”. This has not been addressed by the applicants and it is a pretty flagrant breach of planning control. The Parish Council OBJECTS to this application. If the District Council was minded to approve the application, the Parish Council would request that the extension could only ever be used as ancillary accommodation to the main house.*

Note: Councillor Hannay declared an interest in these applications and took no part in the discussion or voting on the applications (see Minute 24/158 above).

vii. **WD/2024/2163/F Piltdown Lodge, Lodge Lane, Piltdown TN22 3YP**

Erection of single storey extension, installation of rooflight.

*This is a very modest alteration in keeping with the main house. It is also not going to be visible as it is on the rear side of the building. The Parish Council SUPPORTS the application.*

viii. **WD/2024/2197/FA Little Wild, Sharpsbridge Lane, Piltdown TN22 3XG**

Variation of conditions 2 & 6 of WD/2024/0629/F to enable omission of 6 no. dormer windows to be replaced with standard velux skylights, alterations to internal layout, new catslide roof to accommodate taller sliding doors to the rear and enlargement of existing window openings on each side elevation.

*The proposed variations (particularly the replacement of the dormers with skylights) are an improvement to the scheme and the Parish Council SUPPORTS the application.*



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## 24/170. PLANNING APPLICATION RECEIVED AFTER AGENDA PUBLISHED

The following application was received after the agenda was published:

### **WD/2024/2267/PIP Land at rear of Roselands, Goldbridge Road, Piltdown TN22 3XL**

Erection of two bedroom single storey dwelling and associated works (Comments to be submitted by 31 October 2024)

It was **AGREED** that the response to this application be delegate to the Planning Working Group given the comments had to be submitted to Wealden DC prior to the next meeting. The Working Group to note that of those councillors present at the meeting two wished to see the application refused, one was in support of the application and three were undecided.

## 24/171. PLANNING APPLICATIONS - DECISIONS

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

### *Applications Approved*

#### i. **WD/2023/2345/F Splaynes Green Farm, North Hall Lane, Fletching TN22 3SA**

Construction of an outbuilding garden store for the secure storage of garden machinery and pond maintenance equipment/materials. (APPROVED 26 September 2024)

*Response to Parish Council: The PC comments are noted. Concerns were expressed by the case office in terms of the original proposal, which was amended, several times, to a scheme that is considered acceptable. The scheme now proposed is significantly scaled down, and details altered to give a more utilitarian feel to the building.*

#### ii. **WD/2024/1232/F Vaughans, North Hall Lane, Fletching TN22 3TJ**

Demolition of single storey sunroom and erection of two-storey extension to south eastern elevation. (APPROVED 1 October 2024)

#### iii. **WD/2024/1366/LB Churchgate House, High Street, Fletching TN22 3BS**

Repair of timber windows and replacement timber windows. (APPROVED 7 October 2024)

*Applications Refused* – none since the last meeting

*Applications Withdrawn* – none since the last meeting

## 24/172. PARISH IN BLOOM 2024

The Parish Council was delighted to have been awarded Gold and Winner of the Parish in Bloom Group for 2024. Thanks were given to all those involved in this achievement.

## 24/173. ITEMS FOR THE PARISH MAGAZINE

It was noted that the deadline for the November magazine had already passed. It was agreed that the following items be included for the next edition of the Parish Magazine:

- Date for replacement of litterbins and handrail
- Planning Working Group amendments

## 24/174. AGENDA ITEMS FOR FUTURE MEETINGS

The following items to be future agenda items:

- .gov.uk domain name and email address for the Parish Council
- Purchase of documents etc for the historical archive

## 24/175. TIME AND DATE OF NEXT MEETINGS

The next meeting of the Parish Council is due to be held on Monday 11<sup>th</sup> November at 6.30pm in the Pavilion.

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## FPC Meetings Actions List 2024

Date	Action	Who By	Notes
05/02/24	CIL Funds: obtain quotes for path in burial ground; replacement public litter bins; new handrail beside village hall	RH & Clerk	Bins and Handrail completed. Path in burial ground outstanding
04/03/24	Resilience Plan: Identify team members from each area of the Parish and add in any additional resources to Appendix D	KM & Clerk	Ongoing. KM waiting for response from prospective team members.
14/10/24	Update Planning Protocol and notify Mark Creamer and Hugh Bullock of the appointments.	Clerk	Completed
14/10/24	Notify Wealden DC there was nothing to feedback to the IRP	Clerk	Completed
14/10/24	Investigate .gov.uk domain grant	Clerk	Completed: report on Agenda
14/10/24	Submit Planning Working Group response to Roselands application by 31 October 2034	Clerk	Completed

**Subject:** Urban Grass Cutting 2025  
**Date:** Thursday 17 October 2024 at 15:08:31 British Summer Time  
**From:** Contracts Management Group  
**To:** ~Z Ext Fletching PC  
**Attachments:** image001.png, image002.png, image003.png, image004.jpg, Self Delivering Verge Cutting - Information.pdf

Dear Fletching Parish Council,

I am writing in relation to the urban grass cutting service for 2025. East Sussex County Council (ESCC) is continuing to offer the same options as last year and would be grateful if you could let us know which option your Council would like to choose for the 2025 season.

This year we have reviewed our verge database and have amended any discrepancies within our mapping where verges have been managed incorrectly in previous years. This means you may notice an increase in the figures outlined in the options below.

#### Options

**Option 1 - Standard:** Two cuts over the course of a year to be carried out by ESCC at no cost to the Parish/Town Council. Urban grass will be managed for safety purposes only.

**Option 2 - Extra cuts:** Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost the Parish Council a total of £729.32 for the year.

**Option 3 - Self delivery:** Parish/Town Councils take on responsibility to deliver all urban grass cutting in their area. This must include a minimum of two cuts over the course of the year. ESCC will not carry out any urban grass cutting in the area. ESCC would pay the Parish Council the sum of £364.66 to cover the 2 cuts they would have been providing in other options.

It should be noted that any contractor employed must be suitably competent and qualified to work safely on the highway, evidence of which must be supplied to ESCC. We also request an agreement to be signed between ESCC and the Town Council if you opt to self-deliver. Further details are available in the attached document.

#### Cost Changes

As stated in last year's option email we will be gradually increasing the cost of the grass cutting over the next 5 years to reflect the increased cost of the grass cutting service to the County Council. The below table states the cost increase over the next 4 years. The top line of the table states how much it costs ESCC to undertake the works, the middle line is what we will be charging local authorities per SQM and the bottom line is what we will be charging Fletching Parish Council per cut for the next 4 years. Please note this is worst-case scenario where inflation runs at 5%. Please note these figures are based on the forecast SQM area for your Town/Parish for 2025. These figures are subject to change once the maps have been finalised at the beginning of each year.

	2025-26	2026-27	2027-28	2028-29
	£	£	£	£
Cost to ESCC (forecast assuming 5% inflation)	0.063	0.066	0.069	0.073
Charge-out rate (30% increase per annum initially to catch up with actual cost)	0.041	0.053	0.069	0.073
Per cut-Fletching	£182.33	£235.69	£306.84	£324.63

#### Grass Cutting Maps

You can now access the current [grass cutting maps online here](#). Please note these maps are subject to change until all updates from this year have been finalised in January.

I would be grateful if you could indicate which option your Council would like to choose by **29<sup>th</sup> November 2024**. Please be aware that if we have not heard back by this date, we will default to Option 1 - two standard cuts.

If you require any further information, please contact [contracts.managementgroup@eastsussex.gov.uk](mailto:contracts.managementgroup@eastsussex.gov.uk).

#### Kind Regards

Kirsty Jenner

Project Officer, Highways

Performance and Development Team, Contracts Management Group, Communities, Economy and Transport

[Kirsty.Jenner@eastsussex.gov.uk](mailto:Kirsty.Jenner@eastsussex.gov.uk)

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**Subject:** Consultation – Enabling remote attendance and proxy voting at council meetings  
**Date:** Monday 28 October 2024 at 10:15:40 Greenwich Mean Time  
**From:** Emily Simpson ESALC  
**To:** Emily Simpson ESALC  
**Attachments:** Local Government Bulletin 24 October 2024.eml

Dear Clerk

Please see details of a consultation shared in yesterday's Local Government Bulletin below:

Consultation – Enabling remote attendance and proxy voting at council meetings

Today (24 October), the Deputy Prime Minister, the Rt Hon Angela Rayner MP, announced in her speech to the Local Government Association Annual Conference and Exhibition 2024, [the launch of a government consultation on enabling remote attendance and proxy voting at council meetings](#).

This consultation seeks views on the detail and practical implications of allowing remote and hybrid attendance at council meetings. It also tests views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely. For example, during maternity, paternity or adoption leave.

Responses are invited from local authority elected members, all types and tiers of authorities, and local authority sector representative organisations. We are also particularly keen to hear from those members of the public who have point of view based on their interest in accessing local democracy in their area or standing as a candidate for local government at any tier to represent their local community at some future point.

The consultation will close on 19 December 2024.

For queries related to this consultation email  
[remoteattendanceconsultation@communities.gov.uk](mailto:remoteattendanceconsultation@communities.gov.uk)

Kind regards,

Emily Simpson  
Admin & Finance Assistant, ESALC

## Fletching Parish Council Finances 31 October 2024

### Payments made by Direct Debit/Debit Card/BACS in October 2024

Payee	For	Amount	Method
HSBC	Bank Charge	£ 5.00	DD
EE Ltd	Mobile Phone bill	£ 17.76	DD
Hugofox Ltd	FPC Website	£ 11.99	DD
Wealden District Council	Dog Bin Provision	£ 343.20	DD
	<b>TOTAL</b>	<b>£ 377.95</b>	

### Payments Received in October 2024

There were no payments received this month

### Payments for Approval – November 2024

Payee	For	Amount	Method
TC Group Knill James	Payroll Provider	£ 48.44	BACS
WDALC	Annual Subscription	£ 20.31	BACS
G Paterson-Griggs	Clerk Expenses	£ 4.50	BACS
ESCC Pension Fund	Clerk Pension	£ 373.40	BACS
G Paterson-Griggs	Clerk Salary	£1,216.93	BACS

Fletching Parish Council Bank Reconciliation		31-Oct-24		
<b>Balance per bank statements as at</b>		<b>31-Oct-24</b>	<b>Cashbook</b>	
FPC Current Account	£	27,436.45	Opening balance	£ 56,377.57
FPC Savings Account	£	72,556.99	Add receipts in year	£ 77,286.89
FPC War Memorial Account	£	436.89	Less payments in year	-£ 32,717.57
FPC Maryon-Wilson Account	£	516.56		
<b>Net Balance</b>	<b>£</b>	<b>100,946.89</b>	<b>Balance</b>	<b>£ 100,946.89</b>

APPROVED at a Parish Council Meeting on 11 November 2024:

Signed:

Chair of Fletching Parish Council

Date: 11 November 2024

# FLETCHING PARISH COUNCIL

**Clerk: Gabriella Paterson-Griggs**

Tel: 07534 959772

E-mail: [clerk@fletching-pc.org](mailto:clerk@fletching-pc.org)

Website [www.fletching-pc.org](http://www.fletching-pc.org)



## Fletching Parish Council Website – change to a .gov.uk domain

### Proposal

To approve moving the domain name for the website to a .gov.uk domain alongside the email address for the clerk and for the website and email accounts to be administered and hosted by the same provider.

### Background

The Parish has a website which can be viewed at [www.fletching-pc.org](http://www.fletching-pc.org) and the email address for the Clerk is [clerk@fletching-pc.org](mailto:clerk@fletching-pc.org).

The website is currently provided by Hugo Fox at a cost of £9.99 per calendar month. The site is hosted by Site Ground who also provide the Clerk's email address and manage the domain name at a cost of £304.87 per year (2023/24 figure) paid in February.

### Domain Name

In simple terms a domain name is the address for your website which is unique and is purchased through a domain name registrar with an ongoing annual fee for the right to keep the name. Domain names are freely available to purchase unless the domain itself is controlled such as a .gov.uk domain.

Currently, Fletching Parish Council's domain name is [fletching-pc.org](http://fletching-pc.org). If it was agreed to move to a .gov.uk domain it would be recommended that this be [fletching-pc.gov.uk](http://fletching-pc.gov.uk) or [fletching.gov.uk](http://fletching.gov.uk).

### Why have a .gov.uk domain?

There are three main reasons why a council should have a .gov.uk domain:

- *Legitimacy:* The .gov.uk domains are only available to UK public sector organisations under strict control. Having a .gov.uk domain makes the website instantly recognisable as a government organisation and communications with it are seen as trustworthy and safe.
- *Cyber Security:* there are robust security measures in place and .gov.uk websites are regularly monitored for cyber vulnerabilities and suspicious activity by central government. Also the approved registrars that set up and manage the .gov.uk domains must meet robust security controls for the services that they provide.
- *Control:* Administrative change is easier to manage. New email accounts are easy to set up and close down with the council data and information in the emails easier to retain. It also means that tasks such as Freedom of Information and Subject Access Requests can be handled more efficiently.

### Support available to move to a .gov.uk domain

The Central Digital and Data Office (CDDO) has made £100 + VAT available to 1000 parish councils in this financial year, on a first come first served basis, to help offset any initial costs. The funding is finite and will not be available in future years. It is expected that this funding will all be allocated by February 2025. There is also a Parish Council Domains Helper Service which can support the parish council through the move to a .gov.uk domain. Only certain companies are approved by the Cabinet Office to register and manage .gov.uk domains.

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## Website and Email Hosting

A website has to be hosted by a company that specialises in business hosting. Currently the Parish Council website is hosted by a company called Site Ground that is a separate company from the website provider. Email also has to be provided through a service provider for the domain and this is also Site Ground at present.

The support provided by Site Ground is not easy to navigate as it is not a UK company and expects the user to be very technically literate. The email service is poor as it is not fully accessible through Outlook and there is no control over the spam and junk email filtering so non-junk mail is regularly going to junk and some emails are never received by the Clerk even though there is proof they have been sent. This has led to meetings being missed and planning applications not being received and a separate email account being set up via gmail in order to receive password protected documents.

Site Ground is not an approved registrar for .gov.uk domain names so if the Parish Council was minded to move to a .gov.uk domain the website and email hosting would also need to be moved to the domain name provider. This would be beneficial as it would enable support for all parts to be under one umbrella.

## Main Options

There are two main options to be considered:

### Option 1 – no change

Do not move to a .gov.uk website domain and email address for the clerk.

The current costs would not change other than the annual increase in hosting etc fees. Emails may still not be received and there would still be the need to have a gmail account as well. Not having a .gov.uk domain name when the majority of other local authorities do may lead to a lack of public trust in the website and the information it is providing. The opportunity to apply for the first-year funding would be lost.

### Option 2 – move to a .gov.uk domain

Move the Parish Council website to a .gov.uk domain with a new email address for the Clerk.

As set out above the website would have legitimacy as well as being secure with more control over email addresses which would enable the Parish Council to have more than just the Clerk's email address. It could have separate ones for the Neighbourhood Plan Steering Group and the FRGC for example. If there was an appetite for it all councillors could be given a .gov.uk email address for their use as a parish councillor.

The first year set up fee would be covered by the grant and support would be in one place for both the website and emails.

## Additional Option

If the opportunity was taken to move to a .gov.uk domain it would seem prudent to consider the actual website design and content at the same time. A new website could be developed and launched as a .gov.uk website or the existing website could just be moved across to the new domain.

# FLETCHING PARISH COUNCIL

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## Financial Implications

### *Option 1*

<u>Item</u>	<u>Annual Cost (excl. VAT)</u>	<u>Notes</u>
Website	£119.88	Paid monthly
Hosting	<u>£304.87</u>	Paid annually
	£424.75	

### *Option 2 (existing provider)*

<u>Item</u>	<u>Annual Cost (excl. VAT)</u>	
Website (incl. hosting and domain name)	£119.88	Paid monthly - £9.99
.gov.uk – 5 emails	<u>£119.88*</u>	Paid monthly - £9.99
	£239.76	

\* Year 1 cost would be £19.88 as £100 grant would be offset against this cost

### *Option 2 (new provider)\**

<u>Item</u>	<u>Annual Cost (excl. VAT)</u>
Website (incl. hosting and domain name)	£299.99
.gov.uk – 25 emails	<u>£ 49.99</u>
	£349.98

\* Additional one-off cost of £499 for website set up and build

## Timescale

Given that the funding could run out as early as January 2025 it is recommended that the application be made as soon as possible for the .gov.uk domain name.

A new website would take approximately 2 – 3 months to develop using a new provider and is dependent on the Clerk's time to review content.

## RECOMMENDATION

It is recommended that:

- the Parish Council move to a .gov.uk domain name for its website and Clerk's email address (as a minimum);
- the process be carried out with the existing provider in order to implement the new domain and email before the current hosting is up for renewal in February 2025; and
- consideration be given to developing a new website at a later date whether that be with the existing provider or a new provider.



# FLETCHING PARISH COUNCIL

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## **FPC Meeting 11 November 2024 – Proposed Comments for Planning Applications**

### **WD/2023/2122/F Moses Farm, Goldbridge Road, Piltdown TN22 3XN**

See separate report

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### **WD/2024/2218/F Heathside, Barkham Lane, Piltdown TN22 3XE**

See separate report

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### **WD/2024/2301/F Piltdown Cottage, Golf Club Lane, Piltdown TN22 3XB**

Proposed two storey rear extension and internal alterations.

*Taking into consideration the character and amenity of neighbouring properties the proposed extension seems to be appropriate in size and similar in character to the original building. The proposed extension is to the rear of the building and will not be visible from the public road (Golf Club Lane). However, neighbours to the North will be able to see the extension but there is a large hedge separating the properties which will act as a partial screen. The Parish Council SUPPORTS the application.*

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### **WD/2024/2267/PIP Land at rear of Roselands, Goldbridge Road, Piltdown TN22 3XL**

See separate report for comments submitted to Wealden DC on 31 October 2024.

Note: this application has now been refused.

# FLETCHING PARISH COUNCIL

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## Fletching Parish Council Meeting Dates 2025

The following meetings will be held at **6.30 pm in the Pavilion at the Recreation Ground.**

Monday 13<sup>th</sup> January 2025

Monday 10<sup>th</sup> February 2025

Monday 10<sup>th</sup> March 2025

Monday 14<sup>th</sup> April 2025

Monday 12<sup>th</sup> May 2025

Monday 9<sup>th</sup> June 2025

Monday 14<sup>th</sup> July 2025

August - no meeting

Monday 8<sup>th</sup> September 2025

Monday 13<sup>th</sup> October 2025

Monday 10<sup>th</sup> November 2025

Monday 8<sup>th</sup> December 2025

The Parish Council will now meet on the **second** Monday of the month.

Extraordinary meetings may also be called between meetings if there are urgent items that decisions are needed on.