

# FLETCHING PARISH COUNCIL

Clerk: Gabriella Paterson-Griggs

Tel: 07534 959772

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



4<sup>th</sup> December 2024

## FLETCHING PARISH COUNCIL MEETING - Monday 9<sup>th</sup> December 2024

To Members of the Fletching Parish Council: You are summoned to attend a meeting of Fletching Parish Council on Monday 9<sup>th</sup> December 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. – [Cllrs Hannay and Abraham](#)

#### 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 11<sup>th</sup> November 2024 as circulated on the agenda are confirmed as a correct record and signed by the Chairman. – [see 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. – [see 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. Fletching Recreation Ground Committee – Clerk – [verbal report](#)

#### 8. COMMUNITY RESILIENCE PLAN

To approve the Community Resilience Plan for Fletching – [Cllr Minch](#)

#### 9. CORRESPONDENCE RECEIVED

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

- i. MHCG: Enabling Remote Attendance and Proxy Voting at Local Authority Meetings – consultation – to agree a response – [see separate document](#)

#### 10. FINANCE AND ASSETS

- i. To approve the invoices and payments for December 2024 and note the Council's current financial position and bank reconciliation. – [see attached](#)
- ii. To receive a first draft budget 2025/26 – [see separate document to follow](#)
- iii. Piltdown Village Gates – licence transfer and insurance – [to note that the licence has been transferred to the Parish Council by ESCC and the gates are now insured by the Parish Council.](#)

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## 11. BURIAL GROUND

- i. To approve any requests or permits for the Burial Ground. – [see attached](#)
- ii. Maryon Wilson graves – to consider the request from the family's representative regarding funding – [request to pass the funds held in the Maryon Wilson account across to be used towards the refurbishment of the graves.](#)
- iii. Kissing gate and railings – to consider the quote to repair these – [to approve the quote received of £1356.](#)

## 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 – [see attached](#)

To agree comments to be submitted to Wealden District Council for the following applications:

- i. **WD/2024/1594/F + 2098/LB Knabbs Farm, High Street, Fletching TN22 3SX**  
Conversion of redundant barn to create ancillary accommodation to host property. Change of use of land to residential to include remaining part of barn. (Comments to be submitted by 10 December 2024)
- ii. **WD/2024/2486/LB Sheffield Park Garden, Sheffield Park TN22 3XB**  
Replacement of rotten non original suspended timber floor and ramp, replacement and reconfiguration of visitor toilets, regularisation of existing works. (Comments to be submitted by 10 December 2024)
- iii. **WD/2024/2539/FR Woodside, North Hall Lane, Fletching**  
Retrospective application for a change of use of parcel of land from agricultural to residential.  
Retrospective application to retain secure store for bicycles and garden machinery. (Comments to be submitted by 24 December 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/2024/2163/F Piltdown Lodge, Lodge Lane, Piltdown TN22 3XU**  
Erection of single storey extension, installation of rooflight. (APPROVED 26 November 2024)

#### *Applications Refused*

- i. **WD/2024/2267/PIP Land at rear of Roselands, Goldbridge Road, Piltdown TN22 3XL**  
Erection of two bedroom single storey dwelling and associated works. (REFUSED 7 November 2024)

#### *Applications Withdrawn*

- i. **WD/2024/2218/F Heathside, Barkham Lane, Piltdown TN22 3XE**  
Change of use of land from agricultural to domestic. (WITHDRAWN 15 November 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

### 17. EXCLUSION OF THE PRESS AND PUBLIC

To confirm that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

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## **18. STAFFING**

- i. To confirm the Clerk's annual increment progression back dated to 1 April 2024 – [following appraisal carried out by Cllrs Hannay and De St Croix.](#)

## **19. TIME AND DATE OF THE NEXT MEETING**

To agree the time and dates of the next meeting of the Parish Council.

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**MINUTES** of the Meeting of **FLETCHING PARISH COUNCIL** held on Monday 11<sup>th</sup> November 2024 in The Pavilion, Fletching Recreation Ground, Fletching (6.42 – 7.52pm).

**PRESENT:** Councillors R Hannay (Chair), D Greenish (Vice-Chair), R Borton 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 A Abraham, N Collum, W Constantinou and S De St Croix

## **24/176. DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting

## **24/177. MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the last meeting held on 14<sup>th</sup> October 2024 were a correct record and were duly signed by the Chairman.

## **24/178. MATTERS ARISING**

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

- *CIL Funds* – it was noted that the new bins were installed the previous Friday but the handrail was still awaited.
- *Resilience Plan* – this would be on the agenda for the Parish Council meeting on 9 December 2024.
- *Councillor Vacancy* – the Chair reported that there was a parish councillor vacancy following the non-attendance of Leighton Snellgrove. Electoral Services at Wealden DC had been informed and the process to appoint a new councillor had begun.

## **24/179. REPORT FROM COUNTY COUNCILLOR**

Councillor Galley reported that he had spoken to the Sussex Police Deputy Chief Constable in respect of PCSOs and had been informed that there was a recruitment issue at present as applicants that were deemed suitable to be a police constable were being offered that role in preference to the PCSO role.

With regards to ESCC Highways it was noted that some works had been undertaken under 'emergency works' in Fletching High Street. Concern was raised as to the lack of communication between ESCC Highways and the Parish Council/public about works that were being carried out which had led to delays in works. Cllr Galley also explained that there was an issue with a new drain being broken due to large farm machinery going over it which he was trying to get remedied.

## **24/180. REPORT FROM DISTRICT COUNCILLOR**

Councillor Coleman reported that the NPPF revisions were due to be published by the government in December and once these had been received a decision would be made, in respect, of the local plan as to whether another regulation 18 consultation would be undertaken. With regards to the current regulation 18 responses it was explained that these were still be worked on by officers.

It was also noted that there had been 16 recent decisions made on planning appeals of which 14 were dismissed and only 2 allowed which showed that Wealden DC was in a strong position in terms of the planning decisions being made.

She reminded councillors about Wealden's Big Conversation taking place on 3 December 2024 at the Uckfield Civic Centre about Climate Change and warned about scam messages about parking

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finances that have been circulating. It was noted that there had been a very positive response to the Community Orchard project with 8 already awarded, 2 being finalised and 3 being scoped.

Councillor Coleman was also very pleased to report that the Uckfield Leisure Centre pool was being completely refurbished and membership numbers had also increased.

In response to a query, Councillor Coleman confirmed that action was being taken and that she was in almost daily contact with those public bodies involved with the pollution issue previously reported in Piltdown and that a tank had been delivered but she was unsure whether it had, as yet, been installed.

## 24/181. PLANNING APPLICATION RECEIVED

The following applications were discussed. See Minute 24/188 (i and ii) below for further information.

- i. WD/2024/2122/F Moses Farm, Goldbridge Road, Piltdown TN22 3XN
- ii. WD/2024/2218/F Heathside, Barkham Lane, Piltdown TN22 3XE

## 24/182. WORKING GROUPS / EXTERNAL GROUPS

- i. *Neighbourhood Plan*: There was nothing further to report at this time.
- ii. *Fletching Recreation Ground Committee (FRGC)*: There was nothing further to report at this time.
- iii. *Fletching History Archive*: Councillor Hannay explained that there was an opportunity to purchase the Fletching archive material that had been collated by Geoff Isted that complemented the pictorial archive that the Parish Council already owned. It was AGREED that it was important for the documentation to be kept and that the Chairman should negotiate the purchase up to the maximum amount approved at the meeting.

## 24/183. CORRESPONDENCE RECEIVED

- i. *ESCC Grass Cutting Service 2025*: It was agreed that Option 1, the standard option, be APPROVED for 2025 with two cuts per year at no cost to the Parish Council.
- ii. *MHCG Enabling Remote Attendance and Proxy Voting at Local Authority Meetings - consultation*: Members AGREED that a Parish Council response be drafted by the Clerk for approval at the next meeting. Councillors were also encouraged to respond individually to the consultation.
- iii. *Wealden DC – Environmental Framework for Events and Licensed Businesses*: It was AGREED that the Parish Council would not respond to this consultation but that individual councillors could respond if they so wished.

## 24/184. FINANCE AND ASSETS

- i. The invoices and payments for November 2024 were **AUTHORISED** and the Council's current financial position and bank reconciliation were noted.
- ii. *Local Government Services Pay Agreement 2024/25*: Councillors noted that the pay award for 2024/25 had been agreed in October 2024 by the NJC and that there had been an increase of £1290 (pro rata) for the Clerk.

## 24/185. WEBSITE .GOV.UK DOMAIN

The report, prepared by the Clerk, setting out the options including financial implications in respect of moving the Parish Council website and email address to a .gov.uk domain was discussed.

It was **RESOLVED** that:

- A. the Parish Council move to fletching.gov.uk as its domain name for the website and Clerk's email address;
- B. 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

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- C. consideration be given to developing a new website at a later date whether that be with the existing provider or a new provider.

## 24/186. BURIAL GROUND

There were no matters to consider

## 24/187. ENFORCEMENT – PLANNING and DRAINAGE

There were no enforcement issues to discuss

## 24/188. PLANNING APPLICATIONS - RECEIVED

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

i. **WD/2024/2122/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.

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

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

Change of use of land from agricultural to domestic.

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

iii. **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.*

It was **RESOLVED** to note the comments previously made in respect of the following:

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

*The Parish Council OBJECTED to this application. See detailed response attached to these minutes.*

## 24/189. PLANNING APPLICATIONS - DECISIONS

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

*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 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). (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**

Application 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.

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.

Note: Councillor Roy Galley left the meeting at 7.50pm prior to the following items.

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## **24/190. ITEMS FOR THE PARISH MAGAZINE**

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

- New litterbins and handrail
- New website and email address

## **24/191. AGENDA ITEMS FOR FUTURE MEETINGS**

The following items to be future agenda items:

- Appointments to working groups etc
- Maryon Wilson memorial refurbishment

## **24/192. TIME AND DATE OF NEXT MEETINGS**

The next meeting of the Parish Council is due to be held on Monday 9<sup>th</sup> December 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 – quote requested
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.
11/11/24	The purchase of the historical documents from Geoff Isted be negotiated.	Cllr Hannay	Ongoing
11/11/24	ESCC Gras Cutting Options: Option 2 to be confirmed to ESCC	Clerk	Completed
11/11/24	MHCG Enabling Remote Attendance and Proxy Voting at Local Authority Meetings: Response to be drafted for consideration by the Parish Council at its next meeting.	Clerk	Completed
11/11/24	.Gov.uk domain: request to be submitted to Hugo Fox to move to fletching.gov.uk website domain	Clerk	Completed – request made. Confirmation of domain awaited – can take up to 12 weeks.

## Fletching Parish Council Finances 30 November 2024

### Payments made by Direct Debit/Debit Card/BACS in November 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
Amazon	Stationery	£ 21.43	DC
Home Bargains	Cleaning materials for FRGC	£ 34.72	DC
	<b>TOTAL</b>	<b>£ 90.90</b>	

### Payments Received in November 2024

There were no payments received this month

### Payments for Approval – December 2024

Payee	For	Amount	Method
TC Group Knill James	Payroll Provider	£ 48.44	BACS
Countrymans	Grass Cutting Contract	£ 505.72	BACS
John Farrington & Co Ltd	Waste bin replacements	£6,524.23	BACS
G Paterson-Griggs	Clerk Expenses	£ 13.50	BACS
ESCC Pension Fund	Clerk Pension	£ 393.70	BACS
G Paterson-Griggs	Clerk Salary	£1,270.53	BACS
	<b>TOTAL</b>	<b>£8,756.12</b>	

Fletching Parish Council Bank Reconciliation		30-Nov-24		
<b>Balance per bank statements as at</b>		<b>30-Nov-24</b>	<b>Cashbook</b>	
FPC Current Account	£	25,681.97	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	-£ 34,472.05
FPC Maryon-Wilson Account	£	516.56		
<b>Net Balance</b>	<b>£</b>	<b>99,192.41</b>	<b>Balance</b>	<b>£ 99,192.41</b>

APPROVED at a Parish Council Meeting on 9 December 2024:

Signed:

Vice-Chair of Fletching Parish Council

Date: 9 December 2024

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## Fletching Burial Ground - Applications Received

The following application has been received:

### Grant of Burial Rights - Surrender

<b>Applicant</b>	<b>Burial Plot / Cremated Remains Plot</b>	<b>Plot No</b>	<b>Reason for Surrender</b>
Sonia Dadswell	Burial Plot – purchased 2012	1033	No longer in the parish

### Extract from Burial Ground Regulations 2024

38. Where no interment has taken place in the grave, the owner of the Right of Burial may surrender the same to the Council and receive from the Council payment, as determined by the Council, to purchase such Exclusive Right of Burial (not being less than 75% of the current fee for the Exclusive right of Burial). No refund will be made where the Exclusive Right of Burial has lapsed or will lapse before the expiration of 10 years. Any transfer of ownership of Exclusive Right of Burial will be subject to the production of satisfactory evidence of title and the approval of the Council. Such transfer must be registered in the records of the burial ground and the deed of grant of Right of Burial must be produced for endorsement by the Council and the appropriate transfer fee paid.

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## **FPC Meeting 9 December 2024 – Proposed Comments for Planning Applications**

### **WD/2024/1594/F + 2098/LB Knabbs Farm, High Street, Fletching TN22 3SX**

Conversion of redundant barn to create ancillary accommodation to host property. Change of use of land to residential to include remaining part of barn.

*This application is for the conversion of a redundant agricultural barn to residential use. The barn lies within the curtilage of Knabbs Farmhouse which is a Grade II listed building. The site lies within the Fletching with Splaynes Green Conservation Area. The proposal is that the converted barn will then be used as ancillary residential accommodation for the owners and occupiers of Knabbs Farmhouse. In addition to the planning application, there is also an application for Listed Building consent.*

*This is the response to both applications.*

*Although under Saved Policy DC8 proposals for the conversion of agricultural buildings outside development boundaries would not be permitted unless (i) suitable efforts have been made to establish an alternative business use or (ii) the conversion is a subordinate part of a scheme for business re-use, the Council takes the view that a business use for this barn would not be appropriate. Furthermore, the Council considers that the proposal (subject to the imposition of appropriate conditions) meets the criteria specified in paragraphs (1) to (5) of Saved Policy DC8 (including, in relation to the Listed Building Application, Saved Policy EN22).*

*The Council does have reservations over the proposal to extend the residential curtilage to the area of grassland shown hatched in red on the Block Plan and has concerns over the lack of detail of the design of the courtyard and parking areas. In this regard, it is important to be satisfied that “the proposed use and its associated activities, including garaging, would not detract from the rural setting of the building through the formation of a domestic curtilage. The curtilage should not be intrusive in the landscape”.*

*Subject to the above, the Council SUPPORTS the applications on the basis that conditions are imposed that:*

- 1. The residential use should be restricted to accommodation ancillary to the residential use of Knabbs Farmhouse*
- 2. As such, the barn should not be occupied, sold or otherwise disposed of otherwise than in conjunction with Knabbs Farmhouse*
- 3. As provided in paragraph (4) of Saved Policy DC8*
  - a. A condition to exclude permitted development rights to extend or alter the building and erect other ancillary buildings etc*
  - b. A legal agreement not to extend or alter Knabbs Farmhouse in order to increase the accommodation therein*

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### **WD/2024/2486/LB Sheffield Park Garden, Sheffield Park TN22 3XB**

Replacement of rotten non original suspended timber floor and ramp, replacement and reconfiguration of visitor toilets, regularisation of existing works.

*The Parish Council has no comments to make on this application*

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## **WD/2024/2539/FR Woodside, North Hall Lane, Fletching**

Retrospective application for a change of use of parcel of land from agricultural to residential. Retrospective application to retain secure store for bicycles and garden machinery.

**Note:** The Planning Working Group has not had time to inspect this application and would like to do so. If an extension of time is not granted the Planning Working Group to make the comments on behalf of the Parish Council.