



Chailey Parish Council
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Minutes

The full meeting of the of the Council was held on Tuesday 17th March 2026 at The Reading Room, Chailey Green at 7.30 pm.

Present: Cllrs Berry, Evans, Jordan, Millam, Avery, Dunford, Smart, Forman.

Public Present: District Councillors Saunders & Slater.

In attendance: Nicola Menniss, Clerk.

Cllr Berry opened the meeting at 7.30pm

26/046. Apologies for Absence: Cllr Fisher. Cllr Murphy not present.

26/047. Notice of Recording: The meeting was digitally recorded by the Council to assist in the preparation of the minutes. The recording will be safely stored and subsequently deleted once the minutes have been formally approved and signed as a correct record.

26/048. Declarations of interest: in accordance with section 31 of the Localism Act 2011 members are to declare any Disclosable Pecuniary Interests in items on this agenda and the Clerk must report any written requests for dispensation in respect of items on this Agenda – None received.

26/049. Questions/Comments from members of the public: Cllrs Saunders & Slater gave a verbal report at item **26/055**

26/050. Items considered as a matter of urgency: None

26/051. PLANNING –

i) LW/26/0024 – Horns Lodge, South Street, South Chailey, E Sx BN8 4BD

Proposal: Replacement of existing outbuildings to form 2 end terrace cottages.

Cllrs observed that this is in addition to a previous application LW/24/0402 to convert the Horns Lodge building into 4 terrace cottages with separate parking. Cllr Berry proposed no objection, seconded by Cllr Jordan, with the rest of the Council being in favour.

ii) **LW/26/0026 – Warren Stream, Hazeldene Lane, North Chailey, E Sx BN8 4HH**

Proposal: Removal of existing single storey side extension and conservatory, erection of 1 no. side and 1 no. side/rear extension, roof replacement, conversion of loft into habitable space, alterations to fenestration and landscaping.

CPC observed that this property needs renovation and many houses in this area have already been enlarged. There are also no neighbour objections. No objection proposed by Cllr Avery, seconded by Cllr Smart, rest of the Council being in favour.

iii) **LW/26/0054 – Treetops, Lower Station Road, Newick, E Sx BN8 4HT**

Proposal: Replacement and repositioning of existing entrance gate, driveway and parking.

CPC observed that the property is at present sharing driveway access with a neighbour. Subject to structural observations regarding trees, the Council has no objection to the relocation of the driveway. Proposed by Cllr Berry, seconded by Cllr Evans. All in favour.

iv) **LW/26/0093 – 4 Little Teagues Farm, Lewes Road, Scaynes Hill, E Sx BN8 4HT**

Proposal: S73A Retrospective erection of a single storey garden room.

CPC note that this has already been erected and have no comments to make on this application. Cllr Jordan proposed no comment, Cllr Avery seconded, All in favour.

v) **To note LDC planning decisions and results of appeals.**

Planning Application	Applicant	Work requested	CPC decision	LDC decision
LW/25/0631	Balneath Barn Farm, Balneath Manor, South Chailey, BN8 4AP	Erection of 1no. twostorey detached dwelling for a farm worker	Support, Dec 25	Approved
LW/25/0620	Land South of Camelia Cottage, Station Road, North Chailey	Certificate of Lawful Use/Dev (existing) – Confirmation that development approved under planning permission LW/23/0199 has been lawfully implemented for Brookworth (Newick) Ltd..	Object Dec 25	Approved

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LW/25/0685	Holford Manor, Holford Manor Lane, North Chailey, BN8 4DU	Replace side extension & construct basement	No objection, Jan 20th	Approved
TW/26/0009/TCA	1 Durrants, Chailey Green Road, Chailey Green	T1 – Yew Reduce to ground level to prevent structural damage	No objection	Refused for the second time.
LW/25/0738	Hoods Croft, North Common Road, North Chailey	Change of use from ancillary accommodation to holiday let	No objection. Fully consistent with the NP	Approved

26/052. Council to consider support of Hamsey PC request for an urgent stakeholder meeting with LDC Planning Policy Team to reassess the Land Availability Assessment for LLP

It was considered by CPC that we should support Hamsey as our closest neighbour in their endeavours to bring this serious issue to the fore. Cllr Berry is personally happy to put her name to their request letter. District Cllr Slater also advised that he has offered his support to Hamsey and has written to the Head of Planning requesting a meeting. He, however, alerted us to the new S5J ruling which means settlements can be built close to and outside of the area around railway stations. Clerk to confirm CPC support to Hamsey.

26/053. To agree the minutes of the Full Council Meeting held on Tuesday 17th February 2026. These were considered and accepted as an accurate record of the meeting. Cllr Jordan proposed to approve the Minutes, seconded by Cllr Avery. Five in favour. Cllr Forman did not vote as he was not at the February meeting.

26/054. To receive and if thought fit approve financial reports for February 2026. The Council prior to the meeting had received the following financial reports from Emma, the RFO:

- Payments and receipts list for February
- Performance against budget as at end of February
- Bank reconciliation and bank statements for information only

Cllr Evans requested explanation of the £1.43 as Chailey Special Expenses on the rates bill for the coming year. Cllr Berry thought that it was to do with Chailey Commons. RFO to confirm.

Cllr Dunford proposed to approve the financial reports for February 2026, seconded by Cllr Millam. All in favour.

26/055. Questions/comments from or for Joa Saunders and Mark Slater, District Councillors for Chailey. *Members of the public are encouraged to contact the Clerk prior to the meeting if they wish to put questions to the District Councillors who will only be present at the meeting if there are issues for discussion.* – Cllr Slater advised that Chailey School have just completed a big art project and have produced a set of fantastic paintings on Sussex icons in collaboration with local retired artists who are living in retirement homes. These have been exhibited at the Marine Centre in Newhaven and will now be hung in the retirement homes. Clerk to send a congratulatory letter to Chailey School.

Cllr Slater also advised the Council of active travel projects being scoped by LDC: A greenway from Lewes to Uckfield along the old railway line, a bridge over the River Ouse at Hamsey to bring a cycle path out of Lewes up onto the back roads, continuation of this route through Cooksbridge and up through Chailey. Cllr Evans commented that this could be an important tourist route (tourism encouragement being in our NHP) as the Bluebell Railway and Sheffield Park were two of the most visited attractions in Sussex. Cllr Slater further advised that funding for these comes from a different CIL pot for larger infrastructure projects.

Cllr Slater confirmed that the May 7th elections are for the County Council. It is understood that Cllr Milligan will not be standing for re-election. Candidates will then need to stand again for the Unitary once this is established and in 2 years' time the District Council will cease to exist.

26/056. Council to consider submitting a bid for Local CIL Pot Monies.

After much discussion, the following were identified for submission on the Expression of Interest forms, subject to verification that these meet the infrastructure criteria:

- Wigwags (Flashing lights) near Chailey School – estimated at £7, 500
- Reading Room Improvements
- Chailey Windmill Steps
- North Chailey Bus Shelters. Particularly the one by the Kings Head Petrol Station which is rotten and 20 yards away from the bus stop itself. Highways survey has already been requested by RFO
- Temporary SIDs (Speed Indicator Devices) for various locations around the village.

District Cllr Slater suggested contacting CIL Emma Kemp to check the criteria suitability of these.

26/057. Cllr Evans to give an update from the Highways Meeting of 10th March.

We have been assured that the resurfacing of the A275 between the Brickworks and Markstakes lane has been put into the program for 2027.

The footpath that runs from South Chailey down to the stores is still to be adopted by Highways before any work can be done on this. Notably the width, height from the road, repainting of the white lines & vegetation maintenance.

The Contracts Management Group will contact us to renew our application for the Dropped Kerb as previously requested by the Clerk, as this was not included in their last budget.

The proposal of yellow flashing lights linked to the school opening/closing hours to warn motorists was discussed. The costing of £7,038.53 was quoted in our meeting.

Grass Cutting. Highways clarified that we can apply for more cuts on areas where it is dangerous to visibility.

Temporary SID's. At a cost to each Parish Council & the purchase of a license from LDC for various determined locations. These process data and then need to be taken off the posts and moved every 3 months. CPC is waiting on costings and process documentation from Highways. Clerk to pursue for April Council Agenda & whether this might be suitable for CIL pot monies (Emma Kemp)

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26/058. Council to consider the Treewise quote received for tree removal at Downsview, North Chailey.

Cllr Evans proposed acceptance of this quotation. Seconded by Cllr Berry, All in favour. Clerk to contact Treewise to advise go ahead for this work.

26/059. Council to consider a draft Recording of Meetings Policy.

With the amendments as outlined by Cllr Avery, this document was approved. Proposed by Cllr Dunford, seconded by Cllr Berry, all in favour.

26/060. Council to consider a quote for the repair of Chailey Windmill Steps and the timber to be used.

Council unanimously agreed that the steps should be replaced by European Oak as this will last much longer than tanalised softwood. This is subject to confirmation from Alex Moojen, Conservation Officer, that replacing soft wood steps with Oak does not fall foul of the 'like for like' rule, as requested by Cllr Forman.

26/061. Council to receive report from Cllr Joa Saunders / Cllr Mark Slater, LDC – Please refer to 26/055.

26/062. Council to receive report from East Sussex County Councillor, Matthew Milligan. No report given.

26/063. To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:

Cllr Smart reported that, as they are now unable to attend the APM, a representative from Chailey St. Peters Primary School would like to give a 15-minute presentation at one of our Council Meetings. The school will need to give us notice to put on the agenda; the June Council meeting may be most appropriate.

Cllr Millam was pleased that allotment was allocated to the resident from Wivelsfield who was very grateful.

Cllr Berry reported back from the Five Bells Focus Group meeting with Tom Stovold, MD of Revived Inns at the Five Bells. Various local representatives attended and Tom explained that the Pub is currently operating as a 'not for profit'. They have a new Chef who is keen on using local produce & there is a community engagement questionnaire on their website for resident opinions. Many compliments were given about the excellent Christmas tree displayed last year.

Cllr Berry reported that she has recently met with William Coleman, Chair of the Chailey Commons Society. They are interested in renting a third of Burnthouse Field, currently rented by Terry Bone, and the small field at the end which has been used in the past as a hospital field for the ponies. This small field has degraded in quality, and they would like to restore it with the help of Andy Mitchell. William Coleman will put in writing to CPC the specifics and liase with Terry Bone. CPC can then decide on terms of rental etc.

Cllr Berry also advised that the Annual Parish Meeting will take place at the Village Hall on Wednesday 1st April 7.30pm where we will receive a presentation from Speed watch.

Initials:

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26/064. Risk Implications: to note and consider any implications arising from the Council's duty under section 17(1) of the Crime and Disorder Act 1998: None.

26/065. Confidential matters: to consider a resolution to exclude the press and public from the meeting in accordance with section 1(2) of the Public Bodies (Admission to meetings) Act 1960 in order to discuss items of a confidential or commercially sensitive nature: None.

26/066. To note the date of the next meeting: Tuesday 21st April 2026 at 7.30pm in The Reading Room, Chailey Green.

Meeting closed at 21.05.

Signed:
Chair:

Date: