



Chailey Parish Council
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DRAFT Minutes

The full meeting of the Council was held on Tuesday 21st April 2026 at The Reading Room, Chailey Green at 7.30 pm.

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

Public Present: There were five members of the public present.

In attendance: Nicola Menniss, Clerk.

Cllr Berry opened the meeting at 7.30pm

26/067. Apologies for Absence: Cllr Dunford. Cllr Murphy not present.

26/068. 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.

26/069. 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.

26/070. Questions/Comments from members of the public: Several parishioners attended to raise concerns regarding the proposed Headway development (not yet a formal planning application).

Residents expressed strong objections to the scale and impact of the proposed 25-home development at Headway, citing:

- Conflict with the Local Plan, which describes the site as suitable only for *minimal development*.
- Impact on traffic, local services, and neighbouring properties.
- Erosion of green space between villages.
- Concerns about the financial sustainability of Headway as a charity & the short-term nature of the funding from this proposed development.
- Concerns about the developer's experience and capacity to deliver a project of this scale.
- Perception that the developer intends to submit before the Local Plan is finalised (before the end of May)

Residents were advised that no planning application currently exists, and therefore no formal decision can be made at this stage. Their comments will be recorded & they have been invited back to attend Council once any planning application is received for formal Council response.

Most members of the public left the meeting after this item. The residents of Balneath Farm remained to answer any questions regarding their planning applications.

26/071. Items considered as a matter of urgency: None

26/072. PLANNING –

i) LW/26/0109 – Balneath Farm, Town Littleworth Road, Barcombe, E Sx

Proposal: Covered yard area, to store farmyard manure (FYM), with associated hard standing.

Cllrs observed the environmental compliance benefits of this application which support the economic development of the farm to continue current and future food production. Cllr Berry proposed full support, seconded by Cllr Millam, all in favour.

ii) LW/26/0110 – Balneath Barn Farm, Balneath Manor Lane, South Chailey, E Sx

Proposal: Construction of a multi-purpose straw, silage and hay barn with farm workshop and associated hardstanding.

CPC observed that this adds to the existing barns. The residents explained that this will have the benefit of decreasing transportation in and out of the farm due to lack of storage capacity. They also confirmed that this is part of the final phase of farm infrastructure improvements. Cllr Jordan proposed support, seconded by Cllr Forman, all in favour.

iii) LW/26/0016 – The Old Coalyard, Lower Station Road, Newick, E Sx BN8 4HU

Proposal: Two storey side extension with inclusion of a glazed link to the main dwelling, addition of 3 no. rooflights to existing roof and alterations to existing fenestration of detached annex building (amended plans and description)

CPC noted the revised plans to link the annex to the main dwelling, making it one dwelling and that the Neighbour is satisfied. Cllr Berry proposed no comment, seconded by Cllr Evans, all in favour.

iv) LW/26/0101 – Church Farm, Church Lane, Chailey Green, E Sx BN8 4DA

Proposal: Variation of condition 3 (Landscaping Scheme) in relation to approval LW/25/0069 to extend the period of time for implementation from pre-occupation to within 3 years of occupation.

Cllr Forman observed that this is not overlooked and unlikely to disturb other residents. Council agreement that these plans will improve the property. Cllr Berry proposed no objection, seconded by Cllr Smart, all in favour.

v) LW//26/0089 – Land to South of Markstakes Lane, Chailey, E Sx

Proposal: Creation of a vehicular access to agricultural land.

This was not considered as the application has been removed by the planning officer, pending confirmation of ownership of Common Land to which it refers.

vi) LW//26/0087 – Land South of The Phylton, Green Lane, Chailey, E Sx

Proposal: Variation of Condition 1 (Plans) in relation to approval LW/24/0478 to amend the layout, appearance, scale and landscaping of the approved dwelling.

Cllr Forman observed that the replacement layout & scale is smaller and more in keeping with its environs. There have been no neighbour objections. Cllr Forman proposed no objection, seconded by Cllr Jordan, all in favour.

vii) LW//26/00106 – 1 Dairy Cottages, Railway Lane, Sheffield Park, North Chailey, E Sx

Proposal: Replacement of existing detached flat-roofed garage with gable end single bay garage.

Cllr Berry noted that this is replacement of a derelict garage and proposed no objection, seconded by Cllr Fisher, all in favour.

viii) LW//26/00191 – Street Record, Highbridge Lane, East Chiltington, E Sx

Proposal: Scoping opinion in relation to a hybrid planning application for the development of a small market town to provide up to 3,000 homes, community and education facilities, employment space and green/blue infrastructure.

There was much discussion of this, the third iteration of a large-scale proposal for 3,000 homes and new town development. Cllr Evans & Jordan commented that focus should be on extending the existing current village neighbourhoods & facilities, not the creation of an entirely new town unsuitable for the environs and an inappropriate scale of development. Key concerns discussed included:

- Severe impact on landscape character and views from the Downs.
- Conflict with Local Plan principles.
- Inadequate road infrastructure and public transport.
- Proximity to South Downs National Park.
- Light Pollution resulting from 3,000 homes and new market town.
- Loss of agricultural land.
- Lack of local employment opportunities.

The Council opposes this development on several levels. Action for Clerk to prepare comments for the EIA scoping stage.

ix) To note LDC planning decisions and results of appeals.

Planning Application	Applicant	Work requested	CPC decision	LDC decision
TW/25/0107/TPO	Oakwood House, 6 Warrenwood North Chailey BN8 4JR	Tree Removal.	Objection to G2 Oak removal, others supported. Jan 20th	Approved
LW/26/0003	Chailey Heritage School, Haywards Heath Road, North Chailey	Change of use from Class E offices to Class C2 Residential Care Facility and minor external alterations	No objection	Approved
LW/26/0024	Horns Lodge, South Street, South Chailey	Replacement of existing outbuildings to form 2 end terrace Cottages	No objection	Approved
LW/26/0026	Warren Stream, Hazeldene Lane, North Chailey	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.	No objection	Approved
LW/26/0093	4 Little Teagues Farm, Lewes Road, Scaynes Hill	S73A Retrospective erection of a single storey garden room.	No Comment	Approved
APPEAL/25/0032	Burchetts Station Road North Chailey East Sussex BN8 4HE	Appeal against refusal for Permission in principle for 1No. dwelling	Objection	Allowed

26/073. Council to consider footpath diversion at Hurst Barns Farm.

The Council reviewed this proposal. Cllr Berry reported walking both routes and saw no justification for the diversion. Concerns were raised about lack of clarity and possible link to nearby development. The Council is unaware of any evidence of safety incidents despite claims of heavy machinery. The Council notes that this is an informal consultation and that there will be further opportunity to comment if ESCC proceeds with the application and

Initials:

Date:

makes a Diversion Order. The Council will query the justifications for this Right of Way proposal.

26/074. To agree the minutes of the Full Council Meeting held on Tuesday 17th March 2026. These were considered and accepted as an accurate record of the meeting. Cllr Fisher proposed to approve the Minutes, seconded by Cllr Smart, all in favour.

26/075. To receive and if thought fit approve financial reports for March 2026. The Council prior to the meeting had received the following financial reports from Emma, the RFO:

- Payments and receipts list for March
- Performance against budget as at end of financial year
- Statement for Bank and Savings account
- Reconciliation for both Bank and Savings account (which will need to be signed)
- VAT return

RFO reported that the internal audit has been booked in the diary, the audit documents will be considered in the June PC meeting. We have received the first half of the precept in our bank account.

Cllr Evans enquired how much the Council currently has in the bank accounts: Cllr Berry advised that the Current account is at £88,000; with savings approx. £70,000. Cllr Avery has a query regarding the £45 payment to "Fish Associates". Clerk to investigate with RFO.

Cllr Evans proposed to approve the financial reports for March 2026, seconded by Cllr Jordan, all in favour.

26/076. 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.* – District Cllrs not present.

26/077. Council to consider submitting a bid for Local CIL Pot Monies for a new Bus Shelter, bench by the bus stop opposite the reading room & feasibility fee/application to ESCC to move the bus shelter up to the bus stop.

Cllr Berry advised that this is a 50% fund matching scheme. There has often been a 2-year gap between CIL pot schemes and considering the Local Government re-organisation, unsure when the next opportunity to bid will be.

Council agreed to submit an Expression of Interest document to include the following:

- Replacement bus shelters in North Chailey.
- New bench near the bus stop by the Reading Room.
- Temporary Speed Indicator Devices (SIDs).
- Wig-wag school warning lights in Mill Lane (discussion ongoing).

It was felt that the scope of the Reading Room improvements would be too difficult to quantify in time for this bidding process. However, action for Cllr Fisher to contact Cllr Murphy for his refurbishment report.

The work on the Windmill Steps has already begun so cannot be included.

Cllr Evans will contact Andrew Keer for an update on the Wig-wags which were previously agreed with Chris Tree, who has since retired. Further follow-up with Jo Reed / Steve O'connell regarding the approval for 4 locators for 'Check your Speed before we do' signage.

Cllr Berry & Clerk will prepare the EOI paperwork and ask for advice from Emma Kemp on prioritising/ submission of the above.

Full council in favour of proceeding on this basis.

26/078. Council to advise if they are aware of anything which might need to be updated/added to Insurance Policy for 2026 submission.

Apart from the addition of Finger post signs as per Clerk brief to Council, no major new assets were identified. Clerk to verify bus shelters and bins list & check with RFO accounts regarding any repair/maintenance enhancements that may heighten the value of any assets. Clerk to submit renewal documents to the Insurance Brokers.

26/079. Council to receive a report from Cllr Joa Saunders / Cllr Mark Slater, LDC.
No reports received.

26/080. Council to receive a report from East Sussex County Councillor, Matthew Milligan. No reports received.

26/081. To receive verbal reports from Councillors on their area(s) of responsibility and/or their involvement with village organisations:

Cllr Avery enquired as to the whereabouts of the parking signage for the play area. Cllr Berry & Clerk to locate and ask Peter Whitworth to put them up.

Cllr Jordan advised of his intention to resign from the Council at the May AGM.

Cllr Evans reported that Chailey School has received a very satisfactory Ofsted report but are yet to receive the paperwork.

Cllr Smart advised that Gemma White, Executive Head of the Bluebell Federation of Primary Schools, will attend our June meeting to give a presentation. Cllr Smart will be attending the opening event of the Autism centre at Chailey St. Peters. Chailey Sports Club intend to submit a small grants application to the Council and alighted to their continued difficulties using the sports ground during the Wintertime, linking in with Chailey School's project to create a 3G Football Pitch.

Cllr Fisher reported that the tree work at the allotments has been carried out and he will contact Chailey Heritage soon to discuss the tree boundary. The next allotment Inspection is being planned. PAT testing at the Windmill has been completed. Clerk to forward copy of the certificate. The Windmill steps should be fixed by Thursday this week, hoping to open on Sunday. Cllr Fisher will visit Ibstock for a catch up soon & to see if they will be able to do the family brick-making workshop suggested for National Mills Day on 10th May 2026. Local residents will also be invited to become Friends of Chailey Windmill.

Cllr Berry advised of her intention to discontinue as Chair after 3 years in post but will consider remaining on the Council as Vice-Chair. Other Council members were encouraged to consider stepping up to Chair of Chailey Parish Council.

26/082. 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.

26/083. 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.

26/084. To note the date of the AGM meeting: Tuesday 19th May 2026 at 7.30pm in The Reading Room, Chailey Green.

Meeting closed at 21.00.

Signed:
Chair:

Date:

Initials:

Date: