



Chailey Parish Council
www.chaileyparishcouncil.gov.uk

To All Councillors

A Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 15th September 2026 at 7.30pm in The Reading Room, Chailey Green.

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the meeting, after which they may remain but must not speak unless invited to do so.

Signed: *Nicola Menniss* Clerk

Date: 15th September 2026

AGENDA

- 1. To co-opt a Councillor and to receive the declaration of acceptance of that office.**
- 2. Apologies for absence. – Cllr Forman**
- 3. 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.**
- 4. Questions/comments from members of the public. Under the Council's Standing Orders this agenda item will be limited to 15 minutes, and no member of the public may speak for more than 3 minutes.**
- 5. To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
- 6. PLANNING –**
 - 6.1. LW/26/0377 – Shelleys Farm, Markstakes Lane, Chailey, E Sx BN8 4BS**
Proposal: Demolition of existing conservatory and erection of side, rear and front extensions, replacement windows, rear and side dormers, and associated roof alterations
 - 6.2. LW/26/0353 – Land West of Oxbottom Lane, Newick, E Sx**
Proposal: Variation of Condition 2 (Plans) relating to LW/21/1000 In order to improve the schemes viability. Alterations to Plots 11-14 including conversion of Plots 11 and 12 to detached dwellings with revised access and garage arrangements, and the substitution of house types on Plots 13 and 14 with the type approved on Plots 16 & 17.
 - 6.3. LW/26/0175 – Camelia Cottage, Station Road, North Chailey, E Sx BN8 4PJ**
Proposal: Demolition of existing bungalow and erection of 5no. residential dwellings with associated access and infrastructure.
 - 6.4. LW/26/0440 – Grassington Farm, Warren Lane, North Chailey, E Sx BN8 4HW**
Proposal: Retention and use as ancillary garage/storage of an existing section of the agricultural building previously approved for demolition, in association with Unit 8.
 - 6.5. LW/26/0396– Sunnycroft, Mill Lane, Chailey E Sx BN8 4PU**
Proposal: Conversion of the existing detached garage to provide ancillary accommodation, including addition of rear extension, new roof and alternation to fenestration

Please turn over....

- 6.6. LW/26/0343 – Headway House, Jackies Lane, Newick E Sx BN8 4QX**
Proposal: Demolition of two existing buildings, erection of replacement purpose-built charity building and erection of 25 dwellings, with associated infrastructure and landscaping works.
- 6.7. LW/26/0459 – Northfields, East Grinstead Road, North Chailey, E Sx BN8 4JB**
Proposal: Erection of 2no. detached dwellings with all matters except access reserved.
- 6.8. TW/26/0078/TCA – Mill House, St. Georges, Mill Lane, North Chailey, E Sx BN8 4DJ**
Proposal: T1 – Horse Chestnut- Fell to ground level – poor state, dead wood, overhanging footpath
- 6.9. LW/26/0465 – Chailey Heritage Clinical Services, Beggars Wood Road, Chailey, E Sx**
Proposal: Prior Notification Under The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 14, Class J for the installation of solar equipment across three roof spaces.
- 7.0. LW/26/0400 – Little Wildings, Markstakes Lane, Chailey, E Sx BN8 4BS**
Proposal: Installation of a row of ground-mounted solar photovoltaic panels with associated infrastructure.

8. To note LDC planning decisions and results of appeals.

Planning Application	Applicant	Work requested	CPC decision	LDC decision
TW/25/0031/TCA	1 Durrants, Chailey Green	T1 Yew, reduce to ground level. T2 Yew, reduce crown by shortening branch lengths up to 3m	No Comment April 2025	LDC TPO Order Confirmed.
LW/26/0264	Highbury Farm, Markstakes Lane, Chailey, E Sx BN8 4BS	Reserved matters application for appearance and landscaping of plot 2 only, relating to outline application LW/22/0089 – for the erection of 2no self-build dwelling houses	No Comment	Approved
LW/26/0259	The Old Coalyard, Lower Station Road, Newick, E Sx BN8 4HU	Removal of condition 3 (Facilities) in relation to approval LW/26/0016 as it is not considered necessary, enforceable or reasonable.	Objection	Approved
TW/26/0024/TPO	Westlands House, Warrs Hill Road, North Chailey, E Sx BN8 4JE	T1, T2, T3, T4 – Sycamores, Firs – fell to ground – Dead Trees, risk of falling	No comment.	Approved.

- 9. Update on unauthorised parking at Chailey Sports Ground Car Park.**
- 10. Reading Room renovations - To consider architect drawings and agree on scheme for formal planning application.**
- 11. To consider request from allotment plot 19 holder to remove plum tree in winter.**
- 12. To approve annual ROSPA inspection of Rowheath Playground equipment quote & inclusion on the annual automatic schedule to receive reduced rate inspections from 2027.**
- 13. To adopt a Unity Trust Charge Card Account for Council Expenses.**

14. To agree the Minutes of the Council Meeting held Tuesday 21st July 2026.
15. Financial Matters:
 - i. Payments and receipts list for July/August
 - ii. Performance against budget as at end of August
 - iii. Statement for Bank and balance for Savings Accounts as at end of August
 - iv. Reconciliation for Savings and Bank Account (for signature by Chair)
16. 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.*
17. Council to appoint one other delegate for the ESALC AGM conference on 4th November 2026, AMEX Stadium.
18. Council to receive a report from Lewes District Cllr Joa Saunders / Cllr Mark Slater.
19. Council to receive a report from East Sussex County Councillor, Charlotte Keenan.
20. To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.
21. 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.
22. 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:
23. To note the date of the next meeting: Tuesday 20th October at 7.30pm in The Reading Room, Chailey Green.

Copy of CPC Original Objection to Camelia Cottages in May 2026

Councillors observed that the Transport Statement's reference to a second phase of 8 dwellings is inappropriate within an application for 5 dwellings. The cumulative impact (potentially 13 dwellings) constitutes overdevelopment. The drainage evidence contradicts the applicant's claim of "no detrimental impact". Cllr Millam has personally witnessed the extent of flooding through a resident's garage and sewage overflow. The existing drainage network is already failing, and additional development would worsen the situation. The Council objects to this application. It represents overdevelopment of the site when considering the clearly referenced second phase. There are unresolved and serious surface water drainage problems, with evidence of flooding to neighbouring properties. This also includes risk of foul water system overload and surcharging at the pumping station. There are inaccuracies and inconsistencies within the supporting documents, particularly the Transport Statement's reference to a second phase and Highways concerns regarding access. Cllr Evans proposed the objection, seconded by Cllr Smart, all in favour.



Chailey Parish Council

Parish Council Response – LW/26/0343

Headway House, Jackies Lane, Newick, East Sussex BN8 4QX

Proposal: Demolition of two existing buildings, erection of a replacement purpose-built charity building, and erection of 25 dwellings with associated infrastructure and landscaping.

Chailey Parish Council (CPC) **strongly** objects to this application for the reasons set out below.

1. Financial Justification and LLP Part 2 Policy DM7

The Planning Statement asserts that residential development is required to secure the future of the charity, with Headway citing lack of funding as a primary pressure. CPC recognises that financial considerations may be relevant where they form part of a planning justification; however, the application relies almost entirely on the assertion that capital receipts from development would support the charity.

Policy DM7 (Institutional Uses) acknowledges that institutional sites in the countryside (outside planning boundaries) may need to evolve but requires that certain criteria be met. DM7(3) states that the site must be *genuinely redundant*. There is a clear distinction between financial difficulty and redundancy. Headway continues to operate on the site, and the application only refers to two buildings being in disrepair—not the site being redundant.

Financial data (fig 1) from the Charity Commission (Charity no. 1084715) indicates that the charity has consistently spent more than its income. This does not demonstrate that the institutional use has ceased, and therefore CPC concludes that the proposal fails to satisfy DM7 criterion 3.

Financial period end date					
Income / Expenditure	31/03/2021	31/03/2022	31/03/2023	31/03/2024	31/03/2025
Total gross income	£516.13k	£457.48k	£388.57k	£444.32k	£368.27k
Total expenditure	£516.36k	£495.60k	£457.73k	£494.22k	£468.98k
Income from government contracts	£162.37k	£155.00k	£182.66k	£368.52k	£275.25k
Income from government grants	£126.34k	N/A	N/A	N/A	N/A

2. Planning Justification for 25 Dwellings

While a developer contribution may provide a temporary financial boost, the charity has not demonstrated long-term viability. CPC therefore questions what evidence exists to show that **25 dwellings** are necessary to secure the continued institutional use of the site.

DM7 requires assessment of alternative uses with regard to the characteristics of the site, buildings, setting, and availability of local services. The application does not demonstrate why this rural location is appropriate for such a scale of residential development.

CPC considers that the application fails to provide sufficient evidence of necessity or proportionality.

3. Definition of the Site as “Previously Developed Land”

The Planning Statement describes the site as 4.3 ha, with a 1.9 ha development area, and refers to the land as “previously developed” or “scrubland occasionally grazed”.

The application frames the site as brownfield land. However, NPPF 2024 Annex 2 excludes residential gardens from the definition of Previously Developed Land. The Headway site clearly includes garden areas, meaning the application contains factually incorrect definitions.

Without clear identification of curtilage, garden land, hardstanding, car park areas, and grazing land, the application does not demonstrate what constitutes the relevant site. CPC requests clarification from Lewes District Council on whether it is treating the full 4.3 ha as the site or only the 1.9 ha development area, and what the lawful use of that land is.

CPC urges that the proposal be assessed as **greenfield development**, not brownfield reuse.

4. Strategic Green Gap

The emerging Local Plan includes Policy SGG3: Land between Newick and North Chailey, identifying Headway Sussex within the green gap. Only *minor development* (1–9 dwellings or <1,000 sq m floorspace) is considered appropriate.

This application constitutes **major development** and would significantly erode the green gap.

A nearby appeal at Coldharbour Lane (APP/P1425/W/24/3354967, May 2025) was dismissed, with the Inspector emphasising the rural, open character & appearance of the area and its role as an important break in development. CPC considers these findings directly relevant to this application:

13. There is continuous frontage development along the north side of the A272 from the boundary of North Chailey through to Coldharbour Lane. However, at this point there is a noticeable change in character, with the appeal site and adjoining land to the east being undeveloped, open and rural in character.

14. Given that the site is separated from the frontage development along the A272 by Coldharbour Lane and enjoys a prominent position at this junction, its relationship with the wider countryside setting is visually very strong. This relationship is further strengthened by the site's long eastern boundary with the adjacent field which causes the site to be read as part of a prelude to the surrounding wider open countryside setting.

15. Accordingly, the appeal site clearly functions and reads as countryside. That there is further sporadic development, on both sides of the road further to the east does not lessen the site's role in forming part of an important break in the pattern of development on the ground.

5. Planning Boundaries

The proposal conflicts with Chailey Neighbourhood Plan Policy ENV3: Countryside Protection. Development outside the planning boundary must protect landscape character and village setting. This application does not meet that requirement.

6. Landscape Sensitivity and Proximity to Reeden Meadows SANG

LDC's 2025 Landscape Sensitivity Assessment places the site within Newick D, scoring **74/90**, indicating *very high sensitivity* and very low thresholds for change. As part of a Suitable Alternative Natural Greenspace (SANG), the parcel is highly susceptible to development due to its ecological and functional value.

CPC requests clarification on the boundary interpretation used in the applicant's Landscape and Visual Impact Assessment, which describes the site as outside Newick D and off Newick A.

7. Transport and Access

The application anticipates around 50 additional vehicles from the new dwellings, plus charity users. Jackies Lane is a constrained rural lane, with the site access close to the A272. Proposed widening only addresses the section nearest the A272, leaving the remainder inadequate for two-way movement.

CPC is not satisfied that queue lengths or turning movements have been properly assessed. The A272 experiences frequent serious accidents, and increased use of this junction—particularly near Oxbottom Lane—raises significant safety concerns.

NPPF paragraph 115(b) requires that safe and suitable access be achievable for **all users**. The application does not demonstrate this. Pedestrians, cyclists & horse riders are particularly exposed due to the shared access corridor and lack of physical separation from vehicles.

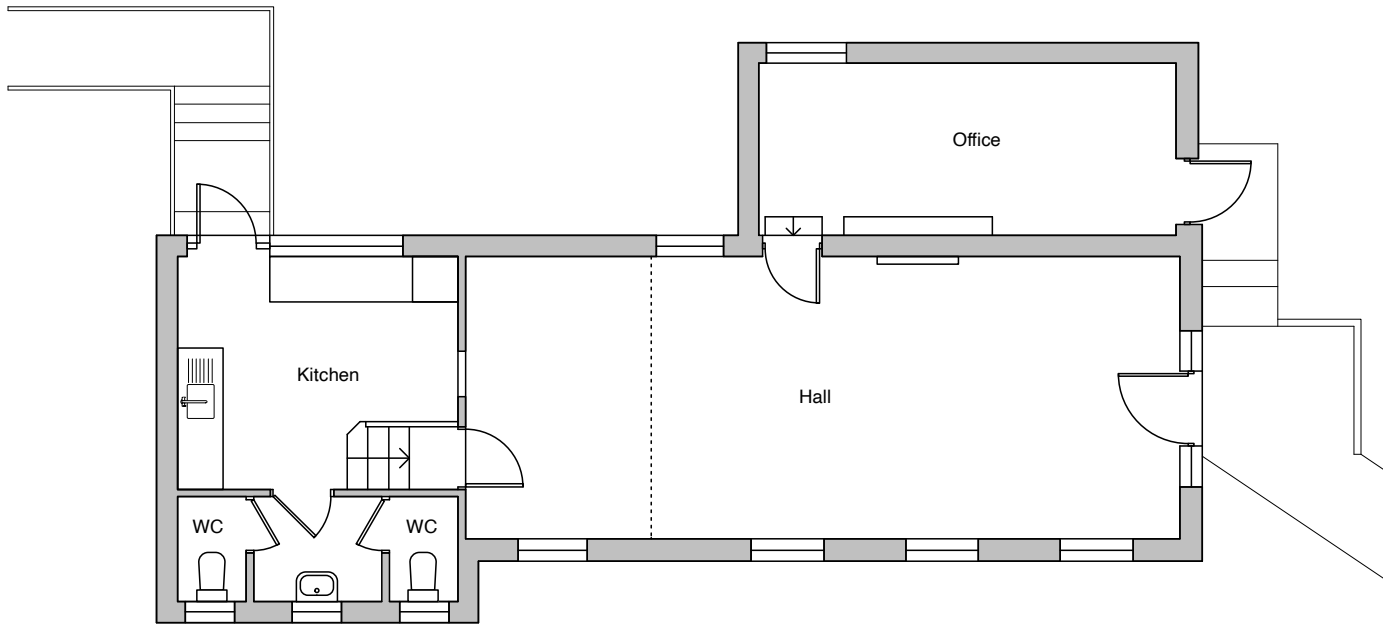
There is no pavement on the north side of the A272, meaning pedestrians and wheelchair users must cross a busy road to reach Newick. Active travel is unsafe, and bus services are limited. The site would be heavily car-dependent.

Conclusion

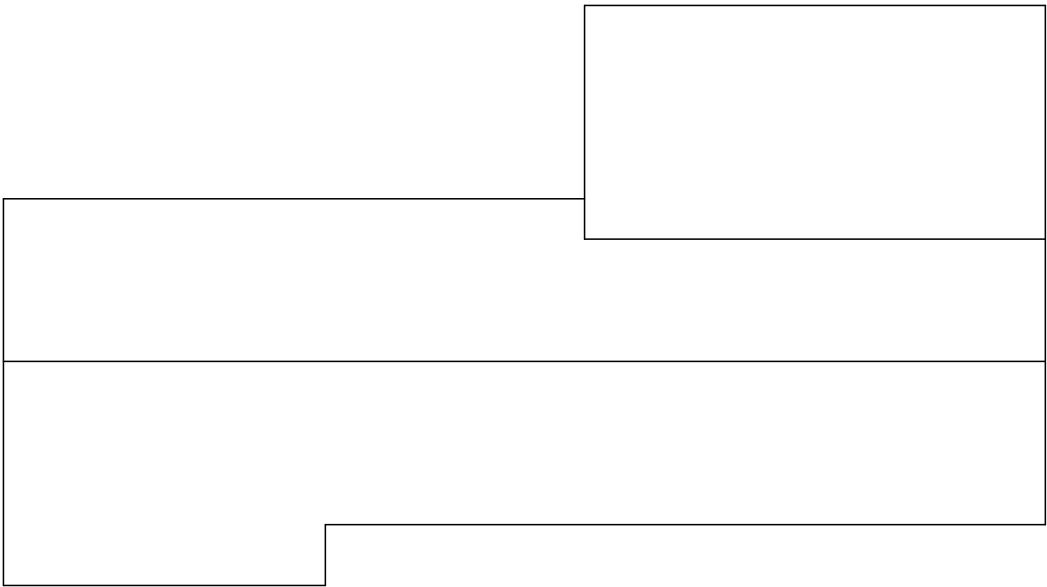
For the reasons above, planning application LW/26/0343:

- conflicts with the emerging Lewes Local Plan
- conflicts with the National Planning Policy Framework
- conflicts with the Chailey Neighbourhood Plan
- constitutes major, unwarranted residential development in open countryside
- would cause significant and lasting harm to landscape, rural character, and settlement pattern

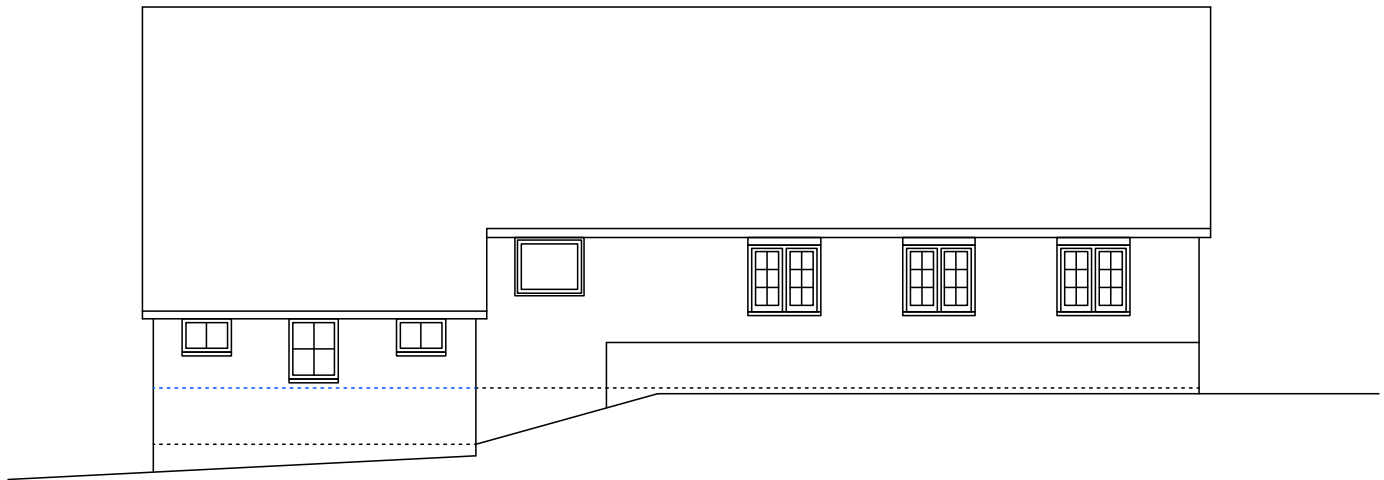
Chailey Parish Council therefore requests that Lewes District Council refuses planning permission for this application.



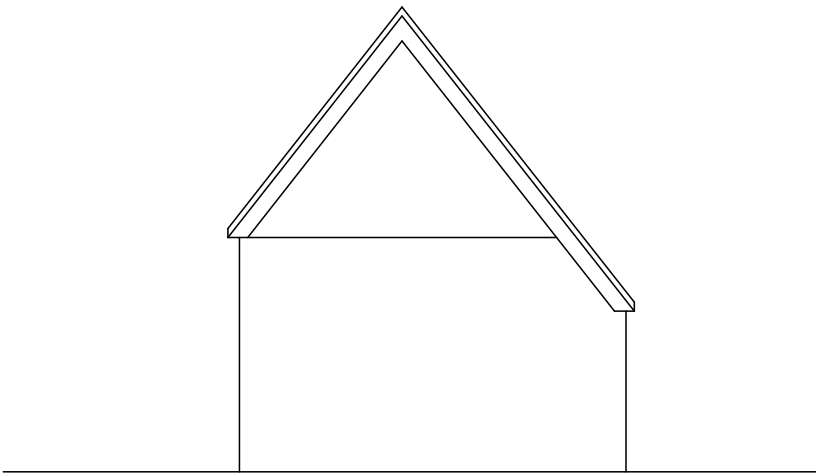
Existing Ground Floor



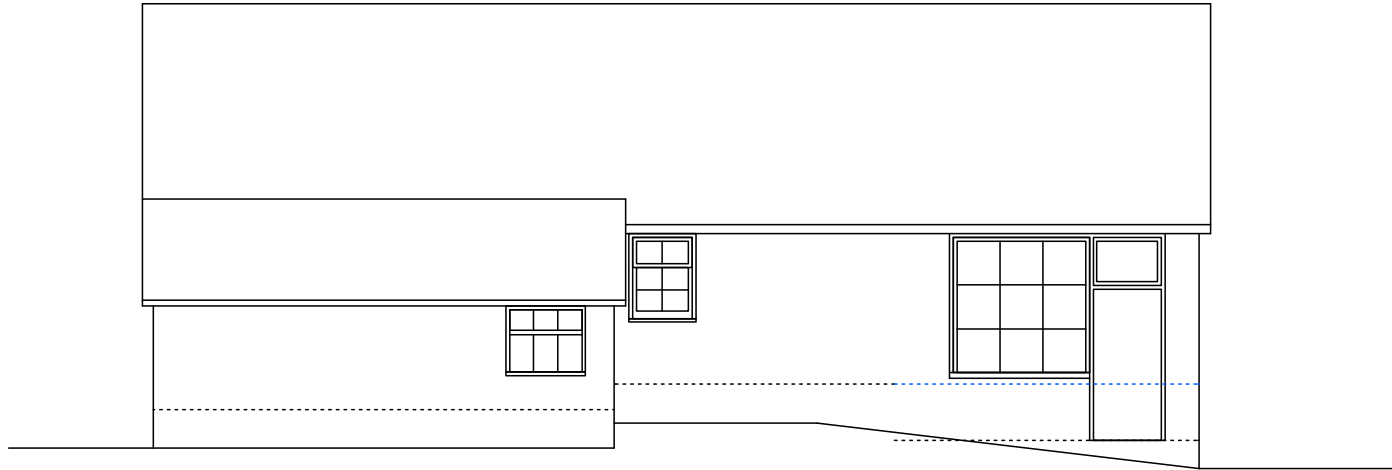
Existing Roof Plan



Existing West Elevation



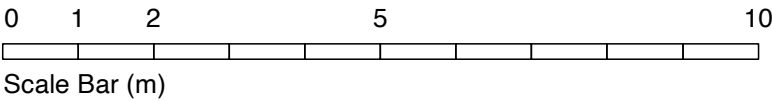
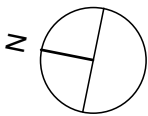
Existing North Elevation



Existing East Elevation



Existing South Elevation



GENERAL NOTES

All setting out must be checked on site. All levels must be checked on site and refer to Ordnance Datum Newlyn unless alternative datum given. All dimensions must be checked on site.

This drawing must be read in conjunction with the relevant specification clauses. This drawing must not be used for land transfer purposes. Areas calculated in accordance with RICS Code of Measuring Practice. This drawing must not be used on site unless issued for construction.

Status: P=Feasibility/Planning T=Tender C=Construction
© 2026 Ben Jones Architects Limited

File Ref: 1386-Plans & Elevs-E2

P1 PLANNING APPLICATION xx.xx.26

Project
Chailey Reading Room
Chailey BN8 4DA

Drawing
Existing Drawings

Scale
1:100 @ A3

Date
Aug 2026

Dwg Ref
1386-EX-01

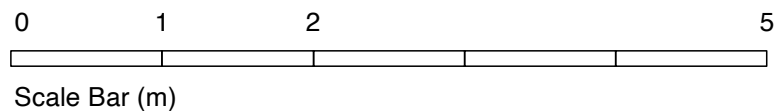
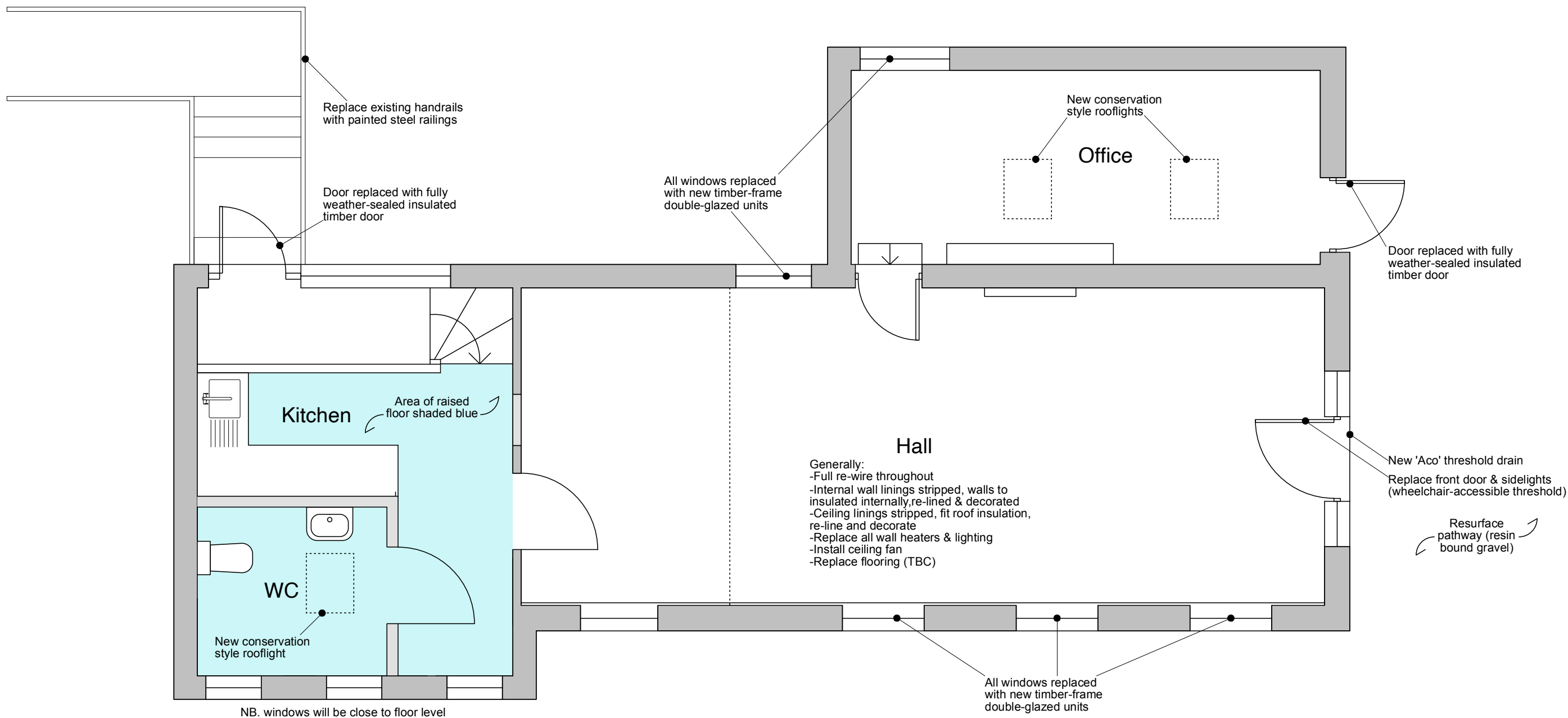
Rev
P1

**BEN JONES
ARCHITECTS**

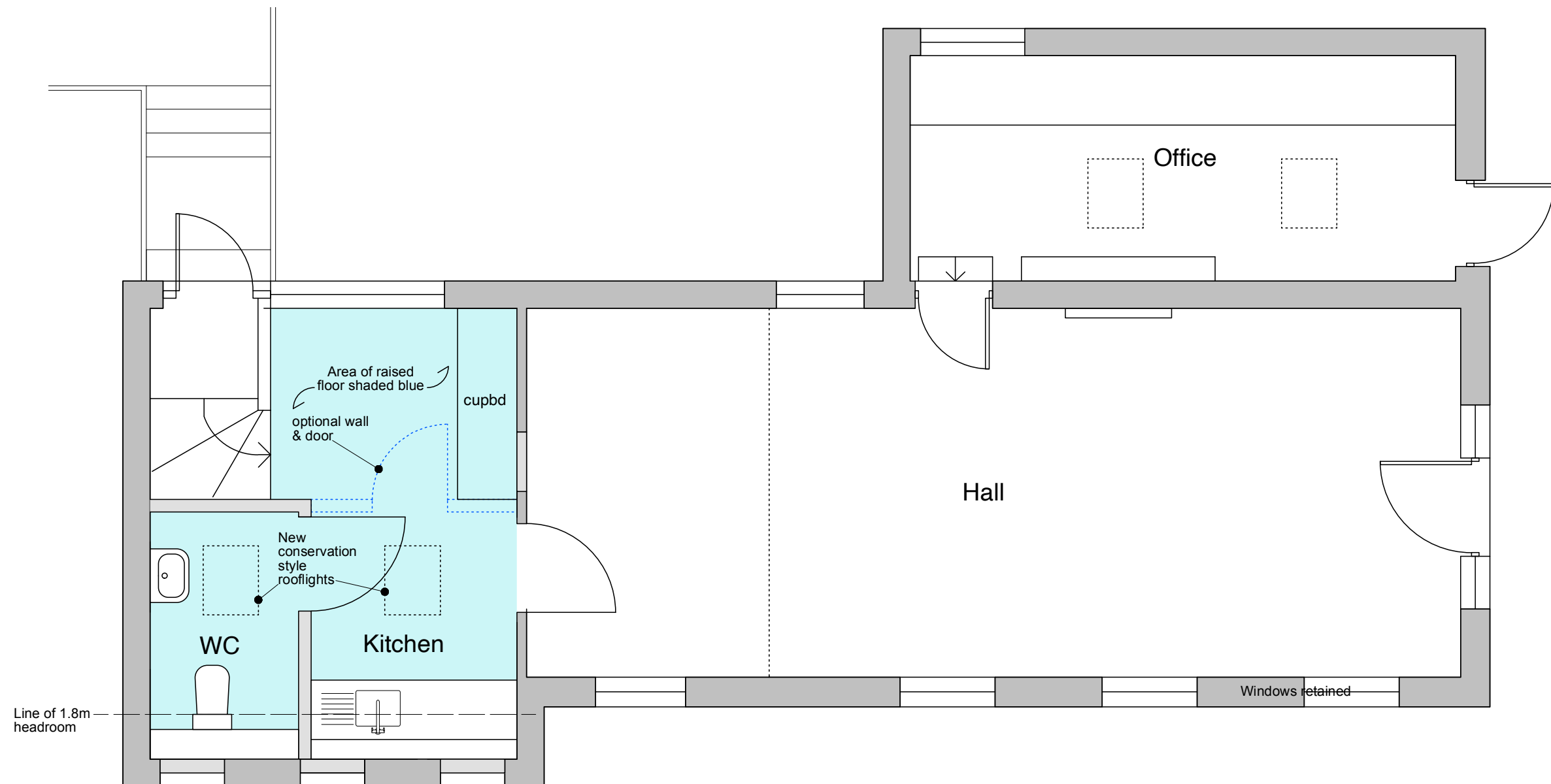
47 Priory Street Lewes BN7 1HJ

T 01273 475526
W benjonesarchitects.co.uk

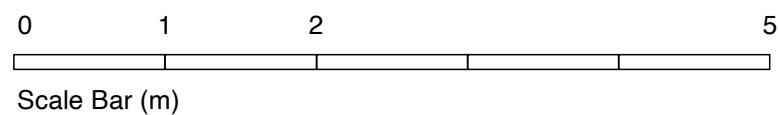
Ben Jones Architects is a trading name of
HABN Architects Ltd



PROPOSED PLAN - LAYOUT OPTION A



NB. Plan relies on being able to brick up windows
(Conservation Officer may object)
Add conservation rooflights for natural light & ventilation?



ALTERNATIVE LAYOUT (OPTION B)

**Bank Reconciliation Statement as at 31/08/2026
for Cashbook 3 - Current Unity a/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust Bank Account	31/08/2026	44	24,044.44
			<u>24,044.44</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			24,044.44
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			24,044.44
		Balance per Cash Book is :-	24,044.44
		Difference Excluding Adjustments is :-	0.00
<u>Adjustments to Reconciliation</u>			
30/06/2026 550814196 Chailey Allotment Association		0.00	
			<u>0.00</u>
		Unreconciled Difference is :-	<u>0.00</u>

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 03/09/2026

Chailey Parish Council

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Time: 09:01

**Bank Reconciliation Statement as at 31/08/2026
for Cashbook 4 - Saver Unity A/c**

User: BETTINA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Saver Unity A/c	31/08/2026		155,127.28
			<u>155,127.28</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			155,127.28
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			155,127.28
		Balance per Cash Book is :-	155,127.28
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

06/08/2026

Chailey Parish Council

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09:07

Current Unity a/c

Cash Received between 01/07/2026 and 31/07/2026

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
31/07/2026	Chailey Sports Club		Chailey Sports Club	60.00
31/07/2026	HMRC VAT reclaimi		HMRC VAT reclaimi	627.71
Total Receipts				<u>687.71</u>

03/09/2026

Chailey Parish Council

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08:56

Current Unity a/c

Cash Received between 01/08/2026 and 31/08/2026

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
31/08/2026	Sophia Stone		Rent RR	20.00
Total Receipts				20.00

List of Payments made between 01/07/2026 and 31/07/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/07/2026	Chailey Bonfire Society	476952668	1,500.00		Small Grant
31/07/2026	Barcombe Landscapes	537270874	1,236.00		Grass Cutting
31/07/2026	Public Works Loan Board	DD	2,097.31		Loan Repayment
31/07/2026	Yorkshire Power and Gas	DD	43.80		Reading Room Electric
31/07/2026	Yorkshire Power and Gas	DD	35.76		Windmill Electric
31/07/2026	unity trust	BANK CHG	7.00		Bank Charge
31/07/2026	Castle Water	DD	10.28		Water RR
31/07/2026	Gary and Sam Woodhams	BACS	89.00		Bus Shelters
31/07/2026	East Sussex ALC Ltd	292073229	48.00		NM planning training
31/07/2026	Smart Registration	DD	26.21		Payroll
31/07/2026	Y Tomlinson	513277063	92.10		Cleaner
31/07/2026	Elizabeth Berry	827175702	105.60		Chair allowance part quarter
31/07/2026	E Reece	27602536	804.70		RFO
31/07/2026	N Menniss	62897142	1,281.17		Clerk Salary
31/07/2026	J Smart	382276778	94.40		Chair Allowance part quarter
31/07/2026	East Sussex Pension Fund	426673315	624.82		Pension
31/07/2026	HMRC	917005994	627.73		PAYE & NI
Total Payments			8,723.88		

List of Payments made between 01/08/2026 and 31/08/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/08/2026	Mulberry Local Authority Servi	BACS	72.00		Mulberry Clerk Conference
31/08/2026	Dean Ferguson	151237762	159.79		Defib cabinet
31/08/2026	Chailey Rainbows	849447133	350.00		Grant
31/08/2026	Yorkshire Power and Gas	DD	37.78		Windmill electric
31/08/2026	Yorkshire Power and Gas	DD	43.97		Reading Room electric
31/08/2026	Unity Trust	BANK CHG	7.00		Bank Charge
31/08/2026	HMRC	666708045	582.85		PAYE NI
31/08/2026	East Sussex Pension Fund	3593311	627.63		Pension
31/08/2026	Emma Reece	746442276	804.50		RFO
31/08/2026	Yasmin Tomlinson	57097959	92.10		Cleaner
31/08/2026	Nicola Menniss	272220052	1,289.23		Clerk
31/08/2026	Castle Water	DD	10.52		Water
31/08/2026	EE	839339490	18.43		Mobile phone
31/08/2026	J Millam	570437950	456.00		Sports club car park
31/08/2026	Nicola Menniss	808443729	34.99		printer ink
31/08/2026	Ben Jones Architects Ltd	916369851	1,080.00		Ben Jones Architects Ltd
31/08/2026	Smart Registration	DD	26.21		Payroll
31/08/2026	Hiscox	DD	646.66		Insurance premium
Total Payments			6,339.66		