



**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 20<sup>th</sup> October 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: 14<sup>th</sup> October 2026**

**AGENDA**

- 1. Apologies for absence. – Cllr Dunford, Cllr Fisher, Cllr Berry**
- 2. 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.**
- 3. 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.**
- 4. To consider items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
- 5. PLANNING –**
  - 5.1. LW/26/0397 – Oakwood House, 6 Warrenwood, North Chailey, E Sx BN8 4JR**  
**Proposal:** Erection of a detached double garage.
  - 5.2. LW/26/0409– Flat 1, Crossways, Haywards Heath Road, North Chailey, E Sx BN8 4ET**  
**Proposal:** Single Storey Front extension.
  - 5.3. LW/26/0411– 2 Flint Cottages, South Street, South Chailey, E Sx BN8 4BQ**  
**Proposal:** Detached 3 bay garage with 1 bay as secure store, office accommodation in roof space.
  - 5.4. LW/26/0406– Chailey Heritage School, Haywards Heath Road, North Chailey E Sx BN8 4EF**  
**Proposal:** Removal of existing kitchen fixtures and fittings and addition of internal partition/door to form a store/office, removal of existing partitions in a trike/food store
  - 5.5. LW/26/0429– 5 Coppards Bridge, Cinder Hill, Chailey, E Sx BN8 4HS**  
**Proposal:** Re-tiling front/rear roofs, addition of loft insulation and structural timber replacement.
- 5.6 To note LDC planning decisions and results of appeals.**

| <b>Planning Application</b> | <b>Applicant</b>                | <b>Work requested</b>                          | <b>CPC decision</b> | <b>LDC decision</b> |
|-----------------------------|---------------------------------|------------------------------------------------|---------------------|---------------------|
| LW/26/0349                  | Land North of Grassington, East | Permission in Principle for 2-4 no. dwellings. | Objection           | Approved            |

Please turn over....

|              |                                                                               |                                                                                                                                                                                                                                                                                                                                                                                    |                      |                      |
|--------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|
|              | Grinstead Road,<br>North Chailey, E Sx                                        |                                                                                                                                                                                                                                                                                                                                                                                    |                      |                      |
| LW/26/0256   | Wraylodge Lower<br>Station Road Newick<br>East Sussex BN8 4HU                 | Alterations to flat roof to<br>form an external rear<br>balcony with guarding                                                                                                                                                                                                                                                                                                      | No comment           | Approved             |
| LW/26/0377   | Shelleys Farm,<br>Markstakes Lane,<br>Chailey, E Sx BN8 4BS                   | Demolition of existing<br>conservatory and<br>erection of side, rear and<br>front<br>extensions, replacement<br>windows, rear and side<br>dormers, and associated<br>roof alterations                                                                                                                                                                                              | No objection.        | Approved             |
| TW/3852/0655 | Burchetts, Station Rd,<br>North Chailey, BN8<br>4HE                           | T1,2 & 3 English Oak                                                                                                                                                                                                                                                                                                                                                               | No comment.          | TPO not<br>confirmed |
| LW/26/0465   | Chailey Heritage<br>Clinical Services,<br>Beggars Wood Road,<br>Chailey, E Sx | Prior Notification Under<br>The Town and Country<br>Planning (General<br>Permitted<br>Development) (England)<br>Order 2015 (as<br>amended) - Schedule 2,<br>Part 14, Class J for the<br>installation of solar<br>equipment across three<br>roof spaces.                                                                                                                            | Support              | Approved.            |
| LW/26/0353   | Land West of Oxbottom<br>Lane, Newick, E Sx                                   | Variation of Condition 2<br>(Plans) relating to<br>LW/21/1000 In order to<br>improve the schemes<br>viability. Alterations to<br>Plots 11-14 including<br>conversion of Plots 11<br>and 12 to detached<br>dwellings with revised<br>access and garage<br>arrangements, and the<br>substitution of house<br>types on Plots 13 and 14<br>with the type approved<br>on Plots 16 & 17. | Strong<br>Objection. | Approved.            |

**6. Report by Clerk on any action taken under Delegated Powers in Consultation with two Councillors of the Planning & Environs Committee:** The following Tree applications were commented on as the consultation deadline fell before the scheduled Full Council meeting:

**6.1. TW/26/0073/TPO– Sherwood, Lower Station Road, Newick, E Sx BN8 4HT**

**Proposal:** T1,2,3,4,5,6,7,8 Oak. Various crown lift, reduction of canopy, removal of dead wood, removal of epicormic growth.

No objection, subject to the Tree Officer's Approval. Clerk, Cllr Fisher & Cllr Evans.

**6.2 TW/26/0086/TCA - Chailey Place, Chailey Green Road, E Sx BN8-4DA**

**Proposal:** Property Owner's Visual Tree Assessment for removal of a suspected dead Red Oak within a conservation area.

No objection, subject to the Tree Officer's assessment and approval. Clerk, Cllr Fisher & Cllr Smart.

7. To agree the Minutes of the Planning & Environs Committee meeting held Tuesday 4<sup>th</sup> August 2026.
8. To agree the Minutes of the Council Meeting held Tuesday 15<sup>th</sup> September 2026.
9. Financial Matters:
  - i) To note report from Responsible Finance Officer
  - ii) To note payments and receipts list for September
  - iii) To note performance against budget as at end of September
  - iv) VAT return (for information only)
  - v) Statement for Bank and balance for Savings Accounts as at end of September
  - vi) Reconciliation for Savings and Bank Account (for signature by Chair)
10. To note conclusion of audit.
11. 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.*
12. To consider CiLCA Budget Proposal for Clerk Training.
13. To approve a CPC letter to MP in support of a Dependence Allowance for Parish & Town Councillors in England.
14. Matters arising from Highways SLR Meeting, 13<sup>th</sup> October 2026:
  - (i) Council to consider Highways quote for wig wags on A275 either side of the Mill Lane school Junction.
  - (ii) Council to submit response to Highways Speed Limit Reduction proposal on A272 North Chailey.
  - (iii) To note importance of portal logging of cases as the correct process for residents via [www.eastsussexhighways.com](http://www.eastsussexhighways.com).
15. To consider quotes for repair and cleaning of Chailey War Memorial.
16. Reading Room renovations update.
17. North Barnes Farm working party update.
18. To consider WhatsApp Channel Proposal.
19. To appoint a Councillor to the post of responsibility: Provision for Young People, and to note that proposals for youth engagement are being developed for consideration at the next Full Council meeting.
20. Council to receive a report from Lewes District Cllr Joa Saunders / Cllr Mark Slater.
21. Council to receive a report from East Sussex County Councillor, Charlotte Keenan.
22. To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.
23. 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.
24. 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:
25. To note the date of the next meeting: Tuesday 17<sup>th</sup> November at 7.30pm in The Reading Room, Chailey Green.



## **Lewes District Council**

### **Tree Preservation Order**

Town and Country Planning Act 1990

The Town and Country Planning (Tree Preservation) (England) Regulations 2012

THE TREE PRESERVATION ORDER No. (3) 2026

Burchetts, Station Road, North Chailey, BN8 4HE

The **Lewes District Council**, in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

#### **Citation**

1. This Order may be cited as Tree Preservation Order No. (3) 2026  
Burchetts, Station Road, North Chailey, BN8 4HE

#### **Interpretation**

- 2.(1) In this Order “the authority” means the **Lewes District Council**
- (2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation) (England) Regulations 2012.

#### **Effect**

- 3.(1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.
- (2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—
  - (a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
  - (b) cause or permit the cutting down, uprooting, topping, lopping, wilful damage or wilful destruction of, any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

#### **Application to trees to be planted pursuant to a condition**

4. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

The COMMON SEAL of LEWES DISTRICT  
COUNCIL was hereunto affixed in the presence  
of: )  
)  
)



Authorised Signatory [REDACTED] .....

Print Name .....CLAIRE KEWITT.....

Job Title .....LAWYER.....

Dated this .....29 April 2026.....

### CONFIRMATION OF ORDER

This Order was confirmed by the Lewes District Council without modification on the  
day of

OR

This Order was confirmed by the Lewes District Council, subject to the modifications indicated  
below on the ..... day of

The COMMON SEAL of LEWES DISTRICT  
COUNCIL was hereunto affixed in the presence  
of: )  
)  
)

Authorised Signatory .....

Print Name .....

Job Title .....

### DECISION NOT TO CONFIRM ORDER

A decision not to confirm this Order was taken by Lewes District Council on the 28th day of September 2026

The Common Seal of **LEWES DISTRICT** )  
**COUNCIL** was hereunto affixed in the presence )  
of:- )

Authorised Signatory

Print Name

Job Title



HELEN MONAGHAN  
LAWYER



### VARIATION OF ORDER

This Order was varied by the Lewes District Council on the  
by a variation order under the reference number

day of  
a copy of which is attached.

The Common Seal of **LEWES DISTRICT** )  
**COUNCIL** was hereunto affixed in the presence )  
of:- )

Authorised Signatory

Print Name

Job Title

.....  
.....  
.....

### REVOCATION OF ORDER

This Order was revoked by the Lewes District Council on the  
of

day

The Common Seal of **LEWES DISTRICT** )  
**COUNCIL** was hereunto affixed in the presence )  
of:- )

Authorised Signatory

Print Name

Job Title

.....  
.....  
.....

SCHEDULE  
Specification of trees

**Trees specified individually**  
(encircled in black on the map)

| <i>Reference on map</i> | <i>Description</i>          | <i>Situation</i>                                                     |
|-------------------------|-----------------------------|----------------------------------------------------------------------|
| T1                      | English Oak (Quercus Robur) | Eastern side of the former access route into Burchetts, Station Road |
| T2                      | English Oak (Quercus Robur) | Western side of the former access route into Burchetts, Station Road |
| T3                      | English Oak (Quercus Robur) | Western side of the former access route into Burchetts, Station Road |

**Trees specified by reference to an area**  
(within a dotted black line on the map)

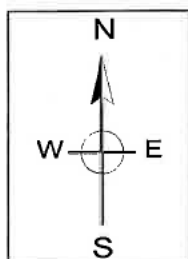
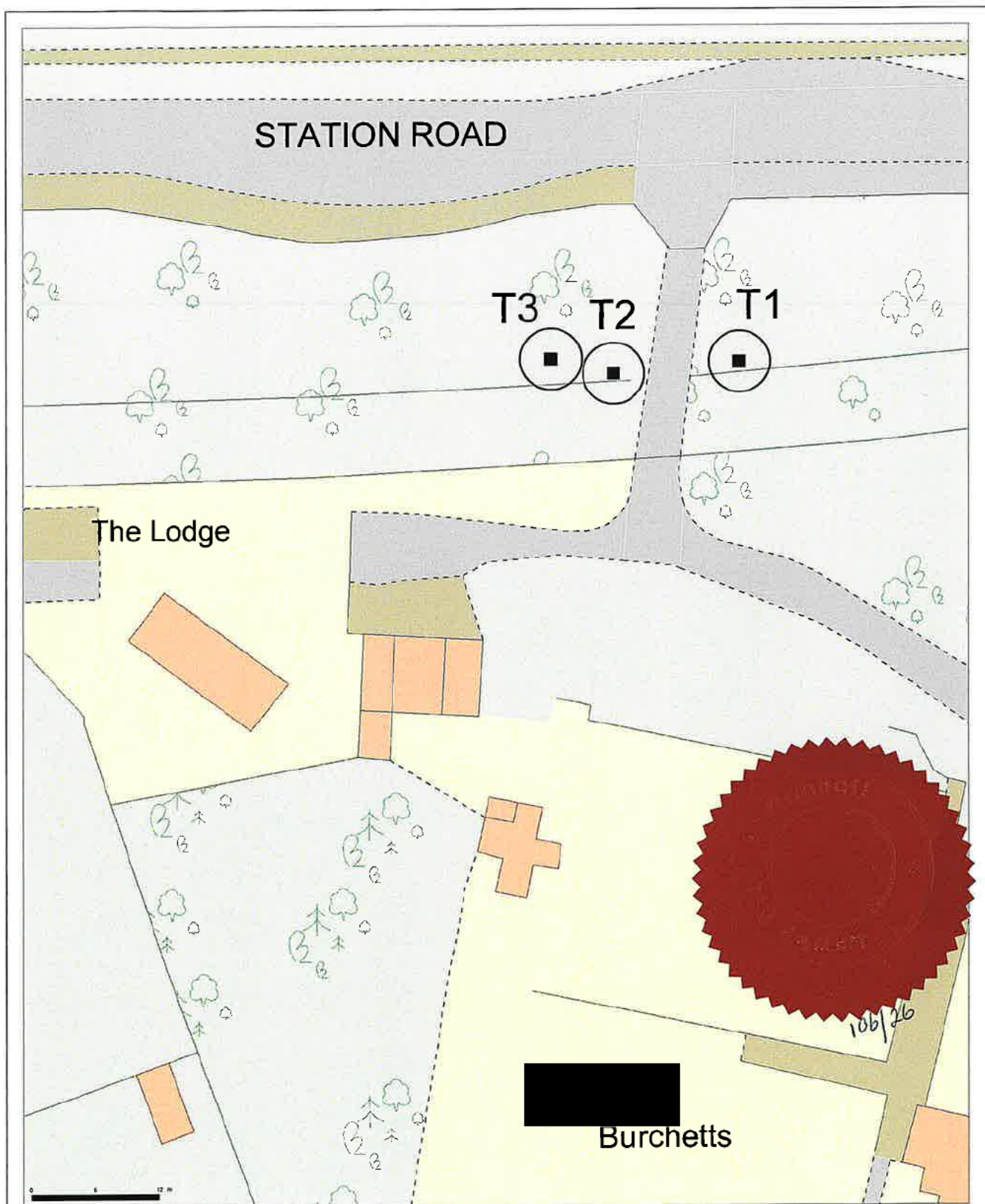
| <i>Reference on map</i> | <i>Description</i> | <i>Situation</i> |
|-------------------------|--------------------|------------------|
| NONE                    | NONE               | NONE             |

**Groups of trees**  
(within a broken black line on the map)

| <i>Reference on map</i> | <i>Description</i> | <i>Situation</i> |
|-------------------------|--------------------|------------------|
| NONE                    | NONE               | NONE             |

**Woodlands**  
(within a continuous black line on the map)

| <i>Reference on map</i> | <i>Description</i> | <i>Situation</i> |
|-------------------------|--------------------|------------------|
| NONE                    | NONE               | NONE             |



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1:500

TPO Map - Tree Preservation Order No. (3) 2026; Burchetts, Station Road, North Chailey, BN8 4HE

**EASTBOURNE**  
Borough Council

[www.eastbourne.gov.uk](http://www.eastbourne.gov.uk)



**Chailey Parish Council**  
**www.chaileyparishcouncil.gov.uk**

**Minutes**

**The emergency Planning & Environs Committee meeting of the Council was held on Tuesday 4<sup>th</sup> August 2026 at The Reading Room, Chailey Green at 7.30 pm.**

**Present:** Cllrs Smart, Berry, Avery, Evans, Fisher & Cranfield

**Public Present:** Seven members of the public were present.

**In attendance:** Emma Reece, RFO who clerked the meeting

Cllr Smart opened the meeting at 7.30pm

**26/166. Apologies for Absence:** Apologies had been received from Cllrs Dunford and Forman. Cllr Millam was not present.

**26/167. 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 – There were none.

Cllr. Smart handed over the chairing of the meeting to Cllr. Fisher in his capacity as Chair of Planning & Environs.

**26/168. Questions/Comments from members of the public:**

*One member of the public spoke as neighbour of the Headway House site. He stated he would be submitting a full objection to the application but was present to hear the Parish Council views tonight.*

Cllr Fisher asked what were his key concerns?

*The member of public replied, giving an outline of some of his concerns which included the impact on the countryside, traffic, the road junction, the application being incomplete, that immediate neighbours were not being considered, the scale and height of the new builds and the effect this had on the quality of life for neighbouring properties.*

**26/169. Items considered as a matter of urgency:** Cllr Berry stated she would have an item for consideration later in the meeting.

**26/170. PLANNING –**

- i) **LW/26/0343 - Headway House Jackies Lane Newick East Sussex 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

Cllr Fisher asked Councillors for their opinion on this application.

Cllr Cranfield stated that his main concern was the narrowing of the strategic gap (between Newick and Chailey) which CPC has always sought to maintain. He stated that 25 houses is quite a large number. He said he understands why Headway are doing this, looking at finances, the charity is loss making but this would result in a temporary prop and sadly the charity is not showing itself to be viable at the moment. Cllr Cranfield said he did not feel that is a reason to support a development. He posed the question - once you've established another precedent there (in building on the site), what might happen a few years down the line?

Cllr Berry echoed what Cllr Cranfield had said. She stated that she had attended a meeting there and that it is a fabulous charity, but it is 25 houses in a relatively small area in one of the ever-decreasing green gaps. The houses (once built) will always be there; however good the reason is to raise the money. She stated that she didn't feel that financial need overrides the fact that CPC wouldn't normally support building of that kind in that location. Cllr Berry concluded by sharing concerns about traffic and the location on a busy road.

Cllr Fisher stated that the application estimates 50 additional cars from houses going in and out, plus facility users. There are plans to widen the road only in that entrance. He also noted that the application stated that the construction would take two years and shared concerns about the impact of this.

Cllr Evans stated that he considered this application as one to build an office block plus houses and that this is an application for a major development. He compared Headway to the Bevern Trust (a successful local charity) and wondered if Headway is going in the right direction. Cllr Evans referred to the Chailey Neighbourhood Plan Policy ENV3: Countryside Protection and the village setting Development will be supported which protects the landscape character of the countryside outside of the planning boundary and, where relevant, the setting of the villages within that countryside. He stated that previous developments in the Parish included New Heritage 70 dwellings but that was on a brownfield site, that the current Dandara site is contiguous with the village and a rational extension. Cllr Evans stated that this application is not contiguous with the village or a rational extension. Cllr Evans cited the most recent planning appeal at Coldharbour Lane (Appeal Ref: APP/P1425/W/24/3354967) and the inspectorate's comments about retaining the identity of the two settlements of North Chailey and Newick and sensitivity to visual change and the importance of its role within the overall setting of North Chailey. Cllr Evans stated that a key point is that the site has a SANG next to it which is impossible to overcome. He said this application does not conserve or enhance the natural countryside. He stated that the draft LDC local plan policy on the strategic green gap between Newick and Chailey would not restrict a minor development, but he considers this to be major. Cllr Evans quoted one objector, Mr Turk, who said this application is 'a reckless sprawl of urban development into the countryside' and Cllr Evans says that this sums the application up.

Cllr Avery agreed with what Councillors had already said. He said that fewer houses on that site would be better, but he didn't want the scheme to go ahead

at all. Cllr Avery said he had looked at the charity's finances, who have consistently been spending more than their income, and that this application was a short-term emergency response to help the financial situation.

Cllr Smart said that she had approached the application looking at policy and evidence. She stated that this application did not secure the charity's financial future in the long term. She referred to Lewes Local Plan Part 2 policy DM7 which covers Institutional Evolution and felt that this site doesn't meet these criteria. Cllr Smart said she felt there was an over statement of previously developed land and that this application should be assessed as a green field site application. Cllr Smart stated she agreed with Cllr Cranfield on his concerns about the green gap and concerns that the site is next door to a SANG. Cllr Smart referenced LDC's Landscape Sensitivity Assessment 2025 stating the site falls into 'Newick D' which means it's a highly sensitive area. Cllr Smart agreed with all the transport concerns stated earlier, pedestrians in particular and the access from Jackies Lane. She stated that the motion report didn't identify any patterns and that proposed widening only goes up to entrance to Jackies Lane, the rest of the lane is still a single lane track.

Cllr Fisher stated he felt Councillors had covered all the points he was going to raise. He stated this is a major development, not on previously developed land, access is a nightmare for existing residents and the site is right against their property boundary. Cllr Fisher stated that the application suggests that the strategic green gap policy does not apply as it is only a draft policy, but Cllr Fisher believes it does and should apply.

Cllr Fisher suggested a motion that Chailey Parish Council should strongly object to this application. This was proposed by Cllr Cranfield, seconded by Cllr Avery and all voted in favour. It was agreed that the RFO, Clerk and Chair would draft a response and circulate to the Councillors before it is submitted (deadline 19<sup>th</sup> August).

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

| <b>Planning Application</b> | <b>Applicant</b>                                        | <b>Work requested</b>                                                   | <b>CPC decision</b> | <b>LDC decision</b> |
|-----------------------------|---------------------------------------------------------|-------------------------------------------------------------------------|---------------------|---------------------|
| LW/26/0256                  | Wraylodge Lower Station Road Newick East Sussex BN8 4HU | Alterations to flat roof to form an external rear balcony with guarding | No comment          | Approved            |

The above case outcome was noted.

*Six members of the public left the meeting.*

**26/171. To receive verbal update from RFO on Reading Room project** – the RFO reported that satisfactory references had been received from Ben Jones Architects. These had been circulated to the working group. The RFO stated that a visit to measure the Reading Room has been booked for Thursday 6<sup>th</sup> August and that once initial draft drawings were completed then the working party would meet with the architect before reporting to the full Council.

Initials:

Date:

Cllr Avery suggested a projector screen would be a great addition for the Reading Room and the RFO said that could be added to the requirements.

**26/172 To note the date of the next full Council meeting:** Tuesday 15<sup>th</sup> September 2026 at 7.30pm in The Reading Room, Chailey Green.

**26/173 Items considered as a matter of urgency:** This item was moved from earlier in the agenda. Cllr Berry shared details of a site visit which she attended at Hurst Barns Farm. The owner had applied for one of the footpaths to be diverted and Chailey Parish Council has recently objected to ESCC. Cllr Berry discussed the owners plans for the site and the rationale for his application. Cllr Berry outlined the concerns the applicant had about the current location of the footpath. Councillors discussed whether this visit resulted in any new information which was a material change to the information they had when considering the application. Councillors concluded that it did not. The RFO advised Councillors that in accordance with Standing Order (7.1), the matter could only be reconsidered at a Parish Council meeting if written notice by at least two councillors to be given to the Proper Officer in accordance with standing order 9. The RFO agreed to email all Councillors the day after the meeting inviting them to give written notice if they felt appropriate. If two or more Councillors do give written notice, then the matter will be reconsidered at the next full Council meeting on the 15<sup>th</sup> September.

*Meeting closed at 8.18pm*

**Signed:**  
**Chair:**

**Date:**

Initials:

Date:



**Chailey Parish Council**  
**www.chaileyparishcouncil.gov.uk**

**Minutes**

**The full meeting of the Council was held on Tuesday 15<sup>th</sup> September 2026 at The Reading Room, Chailey Green at 7.30 pm.**

**Present:** Cllrs Smart, Berry, Millam, Avery, Dunford, Evans, Fisher & Cranfield

**Public Present:** George Marsh being considered for co-option

**In attendance:** Nicola Menniss, Clerk.  
Charlotte Keenan (County Councillor)

Cllr Smart opened the meeting at 7.30pm and welcomed all attendees.

**26/167. To co-opt a Councillor and to receive the declaration of acceptance of that office** – Cllr Smart welcomed George to the meeting and expressed the Council's pleasure at his appointment. It was noted that the Personnel Committee had highly recommended him, and that Councillors were unanimously supportive of his co-option. Cllrs introduced themselves in turn and Cllr Marsh joined the meeting. He signed the acceptance of office in front of the Clerk, who co-signed. He also completed a register of interests form and acceptance to receive meeting papers in electronic format.

**26/168. Apologies for Absence:** Cllr Forman

**26/169. 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.

**26/170. 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** – Cllr Millam declared under Item 6.6 that he is working as a groundwork contractor for Remus, the developer for Headway House. Cllr Evans advised that he is a close neighbour to the Northfields site under Item 6.7

**26/171. Questions/Comments from members of the public: No members of the public were present.**

**26/172. Items considered as a matter of urgency: None**

**26/173. PLANNING –**

**i) 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.

Initials:

Date:

The Council noted that the property had undergone previous alterations in the 1960s and again in the 2000s. Cllrs observed that the proposed extension represents a substantial increase in footprint, estimated at approximately 50%. However, the proposal does not appear to result in overlooking, and no neighbouring objections were identified in the submitted documents.

Cllr Evans proposed no objection, seconded by Cllr Dunford, all in favour.

**ii) 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.

Council noted that the revised proposals significantly reduce the number of affordable and semidetached dwellings, despite the developer having previously secured permission on the basis of the original mix. Cllrs agreed that any marginal reduction in traffic generation does not outweigh the loss of smaller, affordable homes. Cllr Evans cited the Chailey Neighbourhood Plan, which identifies a clear need for 1-, 2- and 3-bedroom dwellings. Chailey has an existing surplus of larger 4- and 5-bedroom dwellings.

Concerns were raised regarding drainage and flood risk, existing pressures on local utilities, and the increased hard surfacing created by additional garages. Further observations that the inclusion of extra garages and revised access arrangements represent unapproved alterations and contradict earlier statements that residents would rely on bus services.

Visual impact concerns were also expressed regarding the blue fencing erected around the site; Cllr Keenan reported having contacted Enforcement who have confirmed no action can be taken.

**The Council resolved to strongly object to the application on grounds that the revised housing mix is contrary to the Chailey Neighbourhood plan, reduces the provision of smaller and affordable homes, and represents a departure from the scheme originally approved. Proposed by Cllr Berry, seconded by Cllr Cranfield, all in favour.**

**iii) 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.

The Council noted that the site has been subject to multiple sequential planning applications. The previously approved seven dwellings have not been built, and the current proposal for a further five units would result in a cumulative total of twelve dwellings on the combined land parcel. Council agreed that this represents overdevelopment and that the site should have been brought forward as a single comprehensive application rather than in fragmented stages. Cllr Keenan advised that the two-stage approach circumvents affordable housing requirements, as the threshold of ten units is avoided when applications are separated.

Significant unresolved drainage and flood-risk issues were discussed, and it was noted that no drainage works have been undertaken, existing ditch systems described in the submission do not exist on the adjoining land, and additional hardstanding would increase surface-water run-off. Referenced repeated incidents of stormwater entering neighbouring property, including flooding of one resident's garage and sewage surcharging during heavy rainfall.

The Transport Statement was considered unrealistic, particularly the assumption that residents would make only three two-way trips per day due to a “moderately frequent bus service”. It was noted that the bus service is limited, finishes early in the evening, and does not provide a practical alternative to private vehicle use. No allowance is made for visitors or deliveries.

Concerns were also raised regarding the constrained access arrangements, which were considered unsuitable for serving both the previously approved seven dwellings and the additional five proposed.

Council noted that a previous application in 2026 seeking to alter the number of dwellings on the site was refused, providing relevant precedent.

In line with previous objections, Chailey Parish Council **strongly objects** to the application on the following grounds:

1. Cumulative and fragmented development amounting to overdevelopment of the site.
2. Use of a two-stage approach that avoids affordable housing provision.
3. Unresolved and worsening drainage and flood-risk impacts on neighbouring land.
4. Unrealistic and unsupported transport assumptions.
5. Unsafe and inadequate access arrangements.

Proposed by Cllr Berry, seconded by Cllr Dunford, all in favour.

**iv) 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.

Cllr Fisher proposed no objection to this application, seconded by Cllr Smart, all in favour.

**v) 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.

Council noted that the proposal appears to constitute an annexe linked to the main dwelling rather than a separate unit. The Council observed that the structure sits close to the boundary and that the proposed height increases from 4.3m to 4.7m, though no neighbour objections were recorded.

It was agreed that, based on the submitted information and in the absence of neighbour concerns, the Council would raise no objection, subject to a condition ensuring that the accommodation remains ancillary to the main dwelling and not used as an independent residential unit.

Cllr Fisher proposed no objection, seconded by Cllr Millam, all in favour

**vi) 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.

Cllr Berry expressed her sympathy with workers & volunteers of the Headway Charity but planning considerations must be at the forefront of the Council's response. It was proposed to resubmit the Council's thorough objection to this application with minor additions. Proposed by Cllr Avery, seconded by Cllr Cranfield, all in favour except Cllr Millam abstention.

**Vii) 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.

Council observed that:

- The site lies **outside the Chailey planning boundary** and remains part of a continuous hedged rural corridor with no recent new dwellings constructed along this section of road. Cllr Evans referred to the **2003 appeal decision**, in which the Inspector described the land as an undeveloped field rather than infill, and warned that development would contribute to **sporadic ribbon development** and harm rural character. Council agreed this remained relevant.
- The location is **not sustainable**, with no bus services and limited access to local amenities.
- The applicant's planning statement refers to wider housing need and sustainability arguments, despite the application being submitted with all matters except access reserved.
- If housing need is being cited, the Council's established position is that any new development should prioritise **affordable housing and bungalows**, whereas the proposal is for two large detached dwellings.
- A previous application to remove hedgerow at the site had been refused, and any development would result in **additional traffic movements**.

It was agreed that the issues raised in the applicant's supporting documents allow the Council to comment on the **principle of development**, not solely the access arrangements.

Following discussion, Council agreed to **object** to the application on the following grounds:

- Concerns regarding **highway safety**, including the suitability of a new access along a well-used tourist route to Sheffield Park & the Bluebell Railway. Omissions of motorcycle data from the traffic survey.
- The site is **outside the planning boundary**.
- The proposal would contribute to **ribbon development** and harm the **rural character** of East Grinstead Road.
- The location is **not sustainable**, contrary to the applicant's assertions.
- The proposal does not address local need for **affordable or smaller homes**.

Cllr Berry Proposed, seconded by Cllr Cranfield, All in favour except Cllr Evans abstention.

**Viii) 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.

As Tree Warden, Cllr Millam confirmed he had inspected the tree approximately four months ago and advised at the time that its condition was poor and would likely require removal. Council agreed that the works should be done, subject to approval by the Tree Officer.

Cllr Avery proposed, seconded by Cllr Dunford, all in favour.

**ix) LW/26/0465– Chailey Heritage, Clinical Services, Beggars Wood Road, Chailey, E Sx BN8 4JN**

**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.

Council agreed to support this application. Proposed by Cllr Berry, seconded by Cllr Fisher, all in favour.

- X) 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.

Council had no objection to this plan. Proposed by Cllr Dunford, seconded by Cllr Smart, all in favour.

**Xi) To note LDC planning decisions and result of appeals**

| <b>Planning Application</b> | <b>Applicant</b>                                              | <b>Work requested</b>                                                                                                                                                       | <b>CPC decision</b>      | <b>LDC decision</b>      |
|-----------------------------|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 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<br>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.                |

*The above case outcomes were noted.*

**26/174. Update on unauthorised parking at Chailey Sports Ground Car Park.**

Cllr Smart reported that following her recent telephone call with a local identified garage, many of the cars were removed from the Sports Club Car park, although it was noted that other users may also be involved. Representatives from the Sports Club have expressed their gratitude for the resolution of the current situation & have reported fewer inappropriate overnight vehicles. Cllr Smart & the Clerk met with a parking enforcement Company on 28<sup>th</sup> August. They have done a site survey and will send the Council proposed parking enforcement options for Council consideration in due course.

**26/175. Reading Room renovations – To consider architect drawings and agree on scheme for formal planning application.**

After much discussion, the Council agreed that they require more information before deciding which scheme to proceed to planning. RFO to organise another working party meeting to discuss both plans in further detail and answer some of full Council's questions. Councillors to email questions for the working party meeting directly to the RFO.

**26/176. To consider request from allotment plot 19 holder to remove plum tree in winter.**

Cllr Berry advised that discussion with the Allotment Association Secretary concluded that not only was the tree diseased with inedible fruit but also overshadowed and affected the growing flow on the plot.

Council voted unanimously to approve the removal of the tree.

**26/177. To approve annual ROSPA inspection of Rowheath Playground & inclusion on the annual automatic inspection schedule for 2027**

The Council approved this item. Clerk to book 2026 inspection @ £274 + VAT, 2027 automatic inspections thereafter at discounted rate of £83 + VAT (subject to annual price increases).

Proposed by Cllr Dunford, seconded by Cllr Cranfield, all in favour.

**26/178. To adopt a Unity Trust Charge Card Account for Council Expenses**

Council agreed the above small holding account for Clerk Council Expenses. Expenditure information will form part of the monthly financial report.

Proposed by Cllr Smart, seconded by Cllr Berry, all in favour.

**26/179. To agree the minutes of the Full Council Meeting held on Tuesday 21<sup>st</sup> July 2026.**

These were considered and accepted as an accurate record of the meeting. Cllr Berry proposed to approve the Minutes, seconded by Cllr Cranfield, all in favour.

**26/180. 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:

- 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)

The Council noted the financial documents. Cllr Avery had comments regarding the small grant approved for the Bonfire Society but discussion on this will be reserved for the 2027 Small Grants application process.

**26/181. 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.

**26/182. Council to appoint one other delegate for the ESALC AGM conference on 4<sup>th</sup> November 2026 at the AMEX Stadium**

Cllr Cranfield & Cllr Marsh have been nominated as the delegates for this year's conference.

**26/183. Council to receive a report from Lewes District Cllr Joa Saunders / Cllr Mark Slater. – No report received.**

**26/184. Council to receive a report from East Sussex County Councillor, Charlotte Keenan.**

Cllr Keenan reported recent feedback from residents indicating that fly levels in the Hazeldene area had improved following Southern Water's attendance earlier in the summer. Although Southern Water previously reported that no specific issues were identified, residents have stated that "whatever was done" appeared to resolve the problem.

The Clerk confirmed that a further resident contacted the Council this week to express thanks, noting that the issue seems to have been addressed. Council agreed that, given similar patterns in previous years, it may be necessary for Southern Water to undertake this remedial action annually. It was noted that Lewes District Council had engaged Brighton University to assist with monitoring and analysis of the fly problem, though nothing has come of this as yet.

Cllr Keenan will be sending a follow-up email to Southern Water to acknowledge the improvement, request annual inspections, and ensure the matter is formally logged.

Cllr Keenan also reported that she had heard back from Andrew Kear of East Sussex Highways. His stance was positive but funding is an issue and there is no further update on the proposed pedestrian crossing for Chailey. Budget decisions are due in November. Highways indicated that costs may be significantly higher than anticipated, though the Parish Council has confirmed it has funding available and will continue discussions with the Road Safety Team.

The recent serious accident on the A275 near Mill Lane was noted, which involved an air ambulance and caused significant traffic disruption. Further details are expected to appear on the Sussex Police website in due course.

Cllr Keenan advised that a video was received from LD Cllr Saunders showing the severe morning gridlock between Cooksbridge and South Chailey. The footage has been forwarded to East Sussex Highways to highlight ongoing congestion concerns, particularly in relation to continued approval of new development around the area.

**26/185. To receive verbal reports from Councillors on their area(s) of responsibility and/or on their involvement with village organisations.**

Cllr Marsh raised a possible additional source of flies at a nearby greenhouse site containing several large tanks of standing water, most of which appear unused and poorly maintained. Only one section of the site is currently active, with little visible movement elsewhere, and experience working there suggested significant fly presence. Council agreed this location should be noted as a potential contributor to local fly issues and may warrant future enquiry. Cllr Berry also reported that the previous operator had recently passed away, and the future of the site is uncertain. The site is identified within the emerging Local Plan as a potential development area, though it is unclear whether it has been formally put forward.

Cllr Evans advises that the next Highways Meeting will be held on Tuesday 13<sup>th</sup> October on-line. Cllr Keenan has been invited, and the Highways Committee are currently preparing the agenda for this.

Cllr Fisher reported that he has notified the Planning Officer of recent construction-related traffic gridlock on Green Lane following concerns by residents. The Planning Officer has agreed to investigate the matter further.

Cllrs Berry, Cranfield & Smart attended the recent Information evening held by Steve Needham of Don't Urbanise the Downs. The main note for Chailey Village that Mill Lane may become a major access point onto the A275 for the North Barnes Farm development of some 3,500 homes. This raises strong concern that the existing lane would be unable to cope with additional traffic, not to mention the safety issue for some 8,500 children travelling to and from Chailey School and the traffic congestion implications for Chailey as a whole.

Cllr Smart will lead a working group to raise awareness among Chailey residents, providing information and support regarding the North Barnes Farm development and its potential implications for the village. Clerk to respond to recent Community Stewardship email from North Barnes Farm and decline their invitation to meet.

Cllr Berry has expressed an interest in attending the next CPRE meeting to be held on Saturday 26<sup>th</sup> September, 2pm. It will include a comprehensive agenda providing detailed updates on the impact of the new NPPF, the development of the Lewes Local Plan, and the effects of ongoing delays in Local Government Reorganisation across Sussex.

**26/186. 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**

**26/187. 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**

**26/188. To note the date of the next meeting: Tuesday 20<sup>th</sup> October at 7.30pm in The Reading Room, Chailey Green – this was noted.**

Cllr Smart thanked everyone for attending the meeting.

Meeting closed at 21.30

**Signed:**  
**Chair:**

**Date:**

Initials:

Date:

## List of Payments made between 01/09/2026 and 30/09/2026

| <u>Date Paid</u>      | <u>Payee Name</u>        | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------|------------------|--------------------|-----------------------|---------------------------|
| 30/09/2026            | Smart Registration       | DD               | 26.21              |                       | Payroll                   |
| 30/09/2026            | Unity Trust              | BANK CHG         | 7.00               |                       | Charges                   |
| 30/09/2026            | Barcombe Landscapes      | 207117774        | 918.00             |                       | Mowing                    |
| 30/09/2026            | Marston Barrett Ltd      | BACS             | 189.00             |                       | Chair slide bar           |
| 30/09/2026            | East Sussex Pension Fund | 210217258        | 745.56             |                       | Pension                   |
| 30/09/2026            | Emma Reece               | 830006191        | 958.68             |                       | RFO                       |
| 30/09/2026            | Yasmin Tomlinson         | 684588195        | 92.10              |                       | Cleaner                   |
| 30/09/2026            | Nicola Menniss           | 985295036        | 1,485.45           |                       | Clerk                     |
| 30/09/2026            | HMRC                     | 355290429        | 779.64             |                       | NI & Tax                  |
| 30/09/2026            | Nicola Menniss           | 8333230072       | 17.28              | Mobile bill           | Expenses                  |
| 30/09/2026            | Nicola Menniss           | 562153850        | 10.39              |                       | Phone case                |
| 30/09/2026            | PKF Littlejohn LLP       | 89100388         | 504.00             |                       | External Audit            |
| 30/09/2026            | Defibstore Ltd           | 510071468        | 151.20             |                       | Defib pads                |
| 30/09/2026            | Protect our PLace Ltd    | 474616803        | 78.00              |                       | Sports Club CCTV          |
| 30/09/2026            | Castle Water             | DD               | 7.30               |                       | Water Reading Rooms       |
| 30/09/2026            | Smart Registration       | DD               | 26.21              |                       | Payroll                   |
| 30/09/2026            | Nicola Menniss           | 915381865        | 19.50              |                       | Expenses                  |
| 30/09/2026            | Smart Registration       | CORRECTION       | -26.21             |                       | DUPLICATE PAYMENT         |
| 30/09/2026            | Hiscox Insurance         | DD               | 646.56             |                       | Insurance                 |
| 30/09/2026            | Yorkshire Power and Gas  | DD               | 42.39              |                       | Reading Room electric     |
| 30/09/2026            | Yorkshire Power and Gas  | DD               | 36.42              |                       | Windmill electric         |
| <b>Total Payments</b> |                          |                  | <b>6,714.68</b>    |                       |                           |

## Detailed Receipts &amp; Payments by Budget Heading 30/09/2026

## Cost Centre Report

|                                       | Actual Year<br>To Date | Current<br>Annual | Variance<br>Annual | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---------------------------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| <b>100 General Income</b>             |                        |                   |                    |                          |                    |               |                         |
| 1076 Precept                          | 94,145                 | 94,145            | 0                  |                          |                    | 100.0%        |                         |
| 1090 Interest Received                | 1,156                  | 668               | (488)              |                          |                    | 173.0%        |                         |
| 1100 Rents & Grazing                  | 50                     | 650               | 600                |                          |                    | 7.7%          |                         |
| 1110 Allotments                       | 48                     | 450               | 403                |                          |                    | 10.6%         |                         |
| 1120 Wayleaves                        | 412                    | 412               | 0                  |                          |                    | 99.9%         |                         |
| 1130 Chailey Sports Club - Rent       | 60                     | 60                | 0                  |                          |                    | 100.0%        |                         |
| 1140 CIL Income                       | 14,442                 | 0                 | (14,442)           |                          |                    | 0.0%          | 14,442                  |
| 1990 Other Income                     | 110                    | 0                 | (110)              |                          |                    | 0.0%          |                         |
| General Income :- Receipts            | <b>110,423</b>         | <b>96,385</b>     | <b>(14,038)</b>    |                          |                    | <b>114.6%</b> | <b>14,442</b>           |
| <b>Net Receipts</b>                   | <b>110,423</b>         | <b>96,385</b>     | <b>(14,038)</b>    |                          |                    |               |                         |
| 6001 less Transfer to EMR             | 14,442                 |                   |                    |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b> | <b>95,980</b>          |                   |                    |                          |                    |               |                         |
| <b>110 Administration</b>             |                        |                   |                    |                          |                    |               |                         |
| 4000 Staff Salary                     | 15,682                 | 31,383            | 15,701             |                          | 15,701             | 50.0%         |                         |
| 4030 PAYE and NI                      | 1,610                  | 3,140             | 1,530              |                          | 1,530              | 51.3%         |                         |
| 4040 Pension                          | 2,901                  | 5,600             | 2,699              |                          | 2,699              | 51.8%         |                         |
| 4080 Training                         | 120                    | 500               | 381                |                          | 381                | 23.9%         |                         |
| 4090 Payroll Costs                    | 131                    | 276               | 145                |                          | 145                | 47.5%         |                         |
| 4100 Chair's Allowance                | 500                    | 1,000             | 500                |                          | 500                | 50.0%         |                         |
| 4110 Bank Charges                     | 42                     | 72                | 30                 |                          | 30                 | 58.3%         |                         |
| 4120 Audit Fees                       | 910                    | 950               | 40                 |                          | 40                 | 95.8%         |                         |
| 4130 Legal/Valuation Fees             | 0                      | 2,000             | 2,000              |                          | 2,000              | 0.0%          |                         |
| 4140 Subscriptions & Memberships      | 1,413                  | 1,700             | 287                |                          | 287                | 83.1%         |                         |
| 4150 Insurance                        | 2,424                  | 6,586             | 4,162              |                          | 4,162              | 36.8%         |                         |
| 4160 Printing, Postage, Stationery    | 292                    | 500               | 208                |                          | 208                | 58.5%         |                         |
| 4170 Telephone & Broadband            | 0                      | 1,000             | 1,000              |                          | 1,000              | 0.0%          |                         |
| 4171 Mobile phone                     | 46                     | 405               | 359                |                          | 359                | 11.4%         |                         |
| 4180 Website                          | 0                      | 312               | 312                |                          | 312                | 0.0%          |                         |
| 4182 Parish Hall insurance & clean    | 2,648                  | 2,748             | 100                |                          | 100                | 96.4%         |                         |
| 4183 Chailey News                     | 0                      | 2,300             | 2,300              |                          | 2,300              | 0.0%          |                         |
| 4200 Grants & Donations Paid          | 6,147                  | 5,800             | (347)              |                          | (347)              | 106.0%        |                         |
| 4210 Office Equipment                 | 0                      | 450               | 450                |                          | 450                | 0.0%          |                         |
| 4220 Hire of Parish Hall              | 30                     | 70                | 40                 |                          | 40                 | 42.9%         |                         |
| Administration :- Indirect Payments   | <b>34,895</b>          | <b>66,792</b>     | <b>31,897</b>      | <b>0</b>                 | <b>31,897</b>      | <b>52.2%</b>  | <b>0</b>                |
| <b>Net Payments</b>                   | <b>(34,895)</b>        | <b>(66,792)</b>   | <b>(31,897)</b>    |                          |                    |               |                         |

## Detailed Receipts &amp; Payments by Budget Heading 30/09/2026

## Cost Centre Report

|                                               | Actual Year<br>To Date | Current<br>Annual | Variance<br>Annual | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|-----------------------------------------------|------------------------|-------------------|--------------------|--------------------------|--------------------|---------------|-------------------------|
| <b><u>120 Parish Maintenance</u></b>          |                        |                   |                    |                          |                    |               |                         |
| 1200 Mowing Contribution                      | 290                    | 290               | 0                  |                          |                    | 100.0%        |                         |
| Parish Maintenance :- Receipts                | <b>290</b>             | <b>290</b>        | <b>0</b>           |                          |                    | <b>100.0%</b> | <b>0</b>                |
| 4300 Bus Shelters                             | 89                     | 380               | 291                |                          | 291                | 23.4%         |                         |
| 4310 Grass Cutting                            | 3,050                  | 2,830             | (220)              |                          | (220)              | 107.8%        |                         |
| 4316 Tree works                               | 1,550                  | 5,000             | 3,450              |                          | 3,450              | 31.0%         |                         |
| 4320 General Maintenance                      | 1,301                  | 7,200             | 5,899              |                          | 5,899              | 18.1%         | 540                     |
| 4330 Sports Pavilion Maintenance              | 445                    | 2,400             | 1,955              |                          | 1,955              | 18.5%         |                         |
| 4340 Sports Pavilion Loan Repayment           | 2,097                  | 4,200             | 2,103              |                          | 2,103              | 49.9%         |                         |
| Parish Maintenance :- Indirect Payments       | <b>8,532</b>           | <b>22,010</b>     | <b>13,478</b>      | <b>0</b>                 | <b>13,478</b>      | <b>38.8%</b>  | <b>540</b>              |
| <b>Net Receipts over Payments</b>             | <b>(8,242)</b>         | <b>(21,720)</b>   | <b>(13,478)</b>    |                          |                    |               |                         |
| 6000 plus Transfer from EMR                   | 540                    |                   |                    |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>         | <b>(7,702)</b>         |                   |                    |                          |                    |               |                         |
| <b><u>130 Reading Room &amp; Environs</u></b> |                        |                   |                    |                          |                    |               |                         |
| 1300 Reading Room Rent                        | 40                     | 200               | 160                |                          |                    | 20.0%         |                         |
| 1310 Reading Room Electricity                 | 0                      | 20                | 20                 |                          |                    | 0.0%          |                         |
| Reading Room & Environs :- Receipts           | <b>40</b>              | <b>220</b>        | <b>180</b>         |                          |                    | <b>18.2%</b>  | <b>0</b>                |
| 4000 Staff Salary                             | 731                    | 1,560             | 829                |                          | 829                | 46.8%         |                         |
| 4040 Pension                                  | 135                    | 313               | 178                |                          | 178                | 43.0%         |                         |
| 4320 General Maintenance                      | 1,245                  | 650               | (595)              |                          | (595)              | 191.5%        | 900                     |
| 4400 Water                                    | 52                     | 120               | 68                 |                          | 68                 | 43.5%         |                         |
| 4410 Electricity                              | 294                    | 800               | 506                |                          | 506                | 36.8%         |                         |
| 4990 Sundries                                 | 24                     | 100               | 76                 |                          | 76                 | 23.6%         |                         |
| Reading Room & Environs :- Indirect Payments  | <b>2,480</b>           | <b>3,543</b>      | <b>1,063</b>       | <b>0</b>                 | <b>1,063</b>       | <b>70.0%</b>  | <b>900</b>              |
| <b>Net Receipts over Payments</b>             | <b>(2,440)</b>         | <b>(3,323)</b>    | <b>(883)</b>       |                          |                    |               |                         |
| 6000 plus Transfer from EMR                   | 900                    |                   |                    |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b>         | <b>(1,540)</b>         |                   |                    |                          |                    |               |                         |
| <b><u>150 Windmill</u></b>                    |                        |                   |                    |                          |                    |               |                         |
| 4320 General Maintenance                      | 2,130                  | 4,000             | 1,870              |                          | 1,870              | 53.3%         |                         |
| 4410 Electricity                              | 205                    | 300               | 95                 |                          | 95                 | 68.5%         |                         |
| 4420 Health & Safety                          | 0                      | 250               | 250                |                          | 250                | 0.0%          |                         |
| Windmill :- Indirect Payments                 | <b>2,335</b>           | <b>4,550</b>      | <b>2,215</b>       | <b>0</b>                 | <b>2,215</b>       | <b>51.3%</b>  | <b>0</b>                |
| <b>Net Payments</b>                           | <b>(2,335)</b>         | <b>(4,550)</b>    | <b>(2,215)</b>     |                          |                    |               |                         |

## Detailed Receipts &amp; Payments by Budget Heading 30/09/2026

## Cost Centre Report

|                                       | Actual Year<br>To Date | Current<br>Annual | Variance<br>Annual     | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|---------------------------------------|------------------------|-------------------|------------------------|--------------------------|--------------------|---------------|-------------------------|
| <u>999 VAT Data</u>                   |                        |                   |                        |                          |                    |               |                         |
| 515 VAT on Payments                   | (37)                   | 0                 | 37                     |                          | 37                 | 0.0%          |                         |
| VAT Data :- Indirect Payments         | <u>(37)</u>            | <u>0</u>          | <u>37</u>              | <u>0</u>                 | <u>37</u>          |               | <u>0</u>                |
| <b>Net Payments</b>                   | <u>37</u>              | <u>0</u>          | <u>(37)</u>            |                          |                    |               |                         |
| Grand Totals:- Receipts               | <b>110,753</b>         | <b>96,895</b>     | <b>(13,858)</b>        |                          |                    | <b>114.3%</b> |                         |
| Payments                              | <b>48,206</b>          | <b>96,895</b>     | <b>48,689</b>          | <b>0</b>                 | <b>48,689</b>      | <b>49.8%</b>  |                         |
| <b>Net Receipts over Payments</b>     | <u><b>62,547</b></u>   | <u><b>0</b></u>   | <u><b>(62,547)</b></u> |                          |                    |               |                         |
| plus Transfer from EMR                | <b>1,440</b>           |                   |                        |                          |                    |               |                         |
| less Transfer to EMR                  | <b>14,442</b>          |                   |                        |                          |                    |               |                         |
| <b>Movement to/(from) Gen Reserve</b> | <u><b>49,544</b></u>   |                   |                        |                          |                    |               |                         |

# Submit to HMRC On VAT Archive Completion

Date 01/10/2026

Chailey Parish Council

Page 1

Time 08:39

End Date of Assessment 30/09/2026

| Date of Invoice                       | Suppliers VAT Reg No | Description of Supply     | To whom addressed      | VAT Paid      |
|---------------------------------------|----------------------|---------------------------|------------------------|---------------|
| <b>Cashbook</b>                       |                      |                           |                        |               |
| 31/07/2026                            | 730221390            | Grass Cutting             | Chailey Parish Council | 206.00        |
| 31/07/2026                            | 446373382            | Reading Room Electric     | Chailey Parish Council | 2.09          |
| 31/07/2026                            | 446373382            | Windmill Electric         | Chailey Parish Council | 1.70          |
| 31/07/2026                            | 372792172            | NM planning training      | Chailey Parish Council | 8.00          |
| 31/07/2026                            | 328383976            | Payroll                   | Chailey Parish Council | 4.37          |
| 31/08/2026                            | 464103811            | Mulberry Clerk Conference | Chailey Parish Council | 12.00         |
| 31/08/2026                            | 446373382            | Windmill electric         | Chailey Parish Council | 1.80          |
| 31/08/2026                            | 446373382            | Reading Room electric     | Chailey Parish Council | 2.09          |
| 31/08/2026                            | 351349561            | Sports club car park      | Chailey Parish Council | 76.00         |
| 31/08/2026                            | 202809632            | Ben Jones Architects Ltd  | Chailey Parish Council | 180.00        |
| 31/08/2026                            | 328383976            | Payroll                   | Chailey Parish Council | 4.37          |
| 30/09/2026                            | 328383976            | Payroll                   | Chailey Parish Council | 4.37          |
| 30/09/2026                            | 730221390            | Mowing                    | Chailey Parish Council | 153.00        |
| 30/09/2026                            | 440498250            | External Audit            | Chailey Parish Council | 84.00         |
| 30/09/2026                            | 211502667            | Defib pads                | Chailey Parish Council | 25.20         |
| 30/09/2026                            | 379129853            | Sports Club CCTV          | Chailey Parish Council | 13.00         |
| 30/09/2026                            | 328383976            | Payroll                   | Chailey Parish Council | 4.37          |
| 30/09/2026                            | 328383976            | DUPLICATE PAYMENT         | Chailey Parish Council | -4.37         |
| 30/09/2026                            | 446373382            | Reading Room electric     | Chailey Parish Council | 2.02          |
| 30/09/2026                            | 446373382            | Windmill electric         | Chailey Parish Council | 1.73          |
| <b>Total VAT Detail from Cashbook</b> |                      |                           |                        | <b>781.74</b> |

I (Full name in BLOCK LETTERS)

am claiming a refund of seven hundred and eighty one pounds and 74 pence  
(Pounds in words pence in figures)

**£ 781.74**

which is the VAT charged on goods and services bought for non-business activities. \*The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under paragraph 5.5 of Notice 749 (April 2002).

The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim.

Signature

(Designated responsible officer)

Date

\*Delete as appropriate

## Data Protection Act 1998

HM Revenue & Customs collects information in order to administer the taxes for which it is responsible (such as VAT, insurance premium tax, excise duties, air passenger duty, landfill tax), and for detecting and preventing crime.

Where the law permits we may also get information about you from third parties, or give information to them, for example in order to check its accuracy, prevent or detect crime or protect public funds in other ways. These third parties may include the police, other government departments and agencies.

Dear **[insert name of MP here]**

I am writing from **[insert council name here]** to ask you to support an important matter being raised by Parish and Town Councils in England.

Back in 2019 Weymouth Town Council submitted a challenge to the government under the Sustainable Communities Act 2007 regarding the ability of Parish and Town Councils in England to be able to pay dependents care expenses for Councillors when attending Council meetings.

Currently principal authorities have the right to make payments using this allowance to their Councillors to assist them to part pay for childcare and dependent's care while those Councillors carry out official council business such as council meetings. This same right is not currently given to parish and town councils in England, although it is in Wales.

Earlier this year the government responded to Weymouth Town Council saying that MHCLG had decided not to take forward changes to right this inequality.

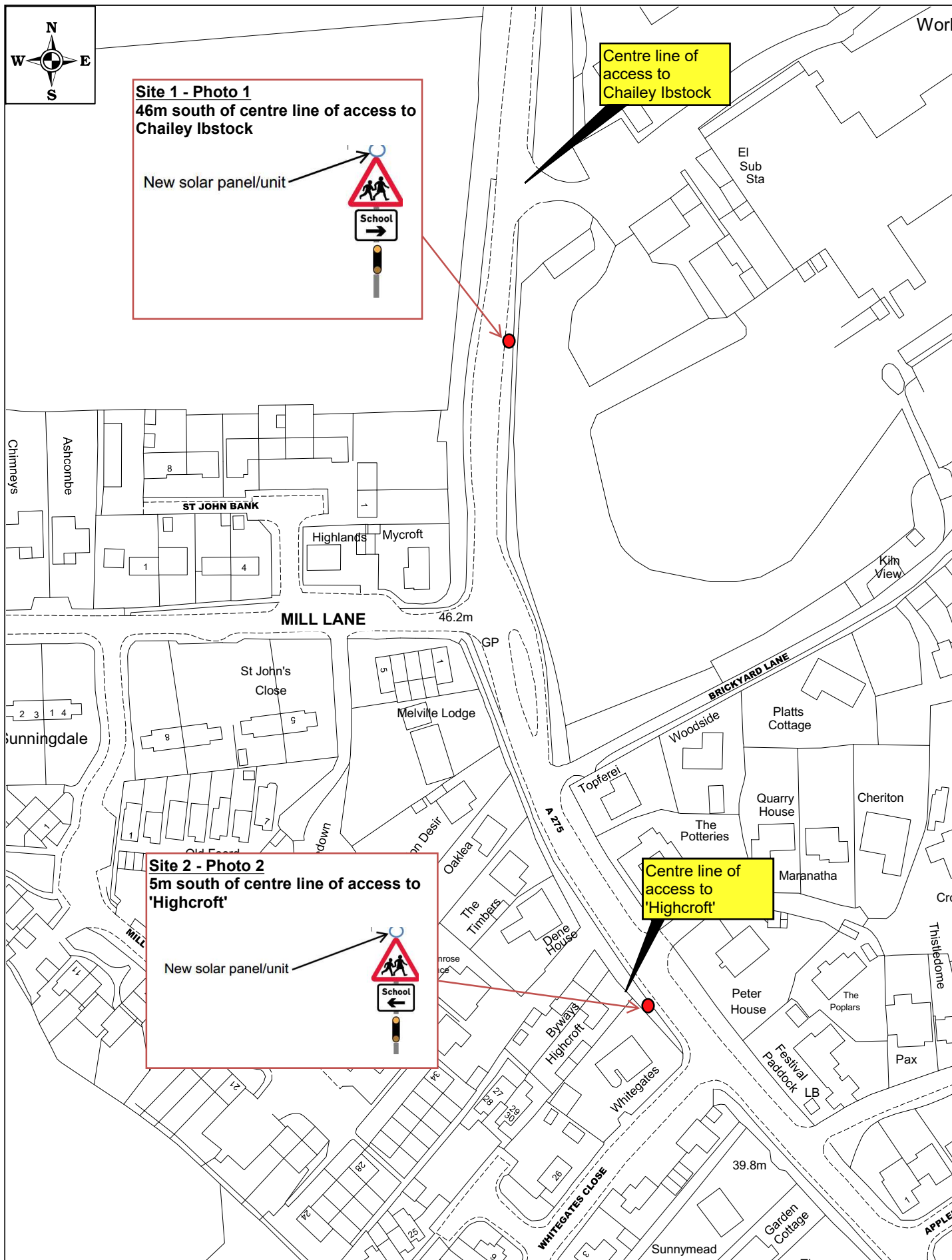
Weymouth Town Council will be appealing this decision and will be requesting re-submission of an amended Dependents' Carers' Allowance proposal to the Government in the next few months. The change being asked for is that Parish and Town Councils in England are given the ability to pay carer's expenses, not a duty to, so it will not be compulsory.

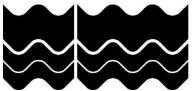
**[Insert council name here]** want you to support the forthcoming appeal for two main reasons:

- To ensure that carers in England are no longer disadvantaged in this way. There is no reason for carers in England to be singled out for this disadvantage and that this omission from the audit regulations represents an inequality under the Equalities Act 2000. While not having their own specific protected characteristic, carers are covered by equalities legislation regarding employment, service provision, and education, prohibiting unfair treatment or "discrimination by association".
- To remove this barrier to civic participation, to ensure a diverse range of candidates are able to stand for election to make sure our most local councils reflect our communities.

Thank you for taking the time to read this letter and I hope you feel able to support our sector in this vital area of work.

Yours....



|                                                                                                                           |                                                                                                        |  |               |            |
|---------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--|---------------|------------|
|  <p>East Sussex<br/>County Council</p> | A275 South Road, Chailey                                                                               |  | SCALE         | 1 : 1500   |
|                                                                                                                           |                                                                                                        |  | DATE          | 11/09/2025 |
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|                                                                                                                           |                                                                                                        |  | DRAWN BY      | CA         |
|                                                                                                                           |                                                                                                        |  | ORIGINAL SIZE |            |

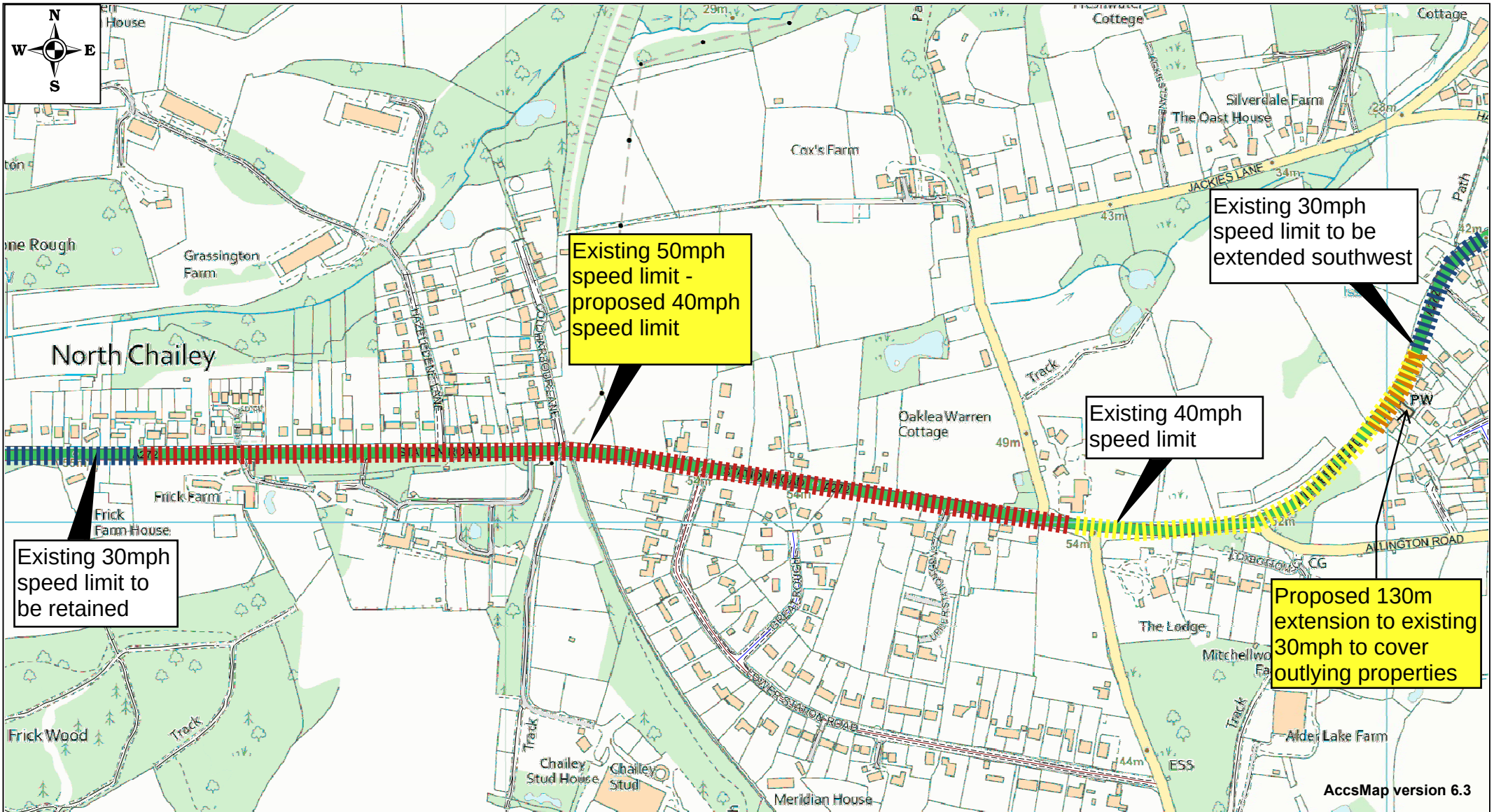
A275 South Road, South Chailey - site photos

Site 1 - Photo 1 - view looking south along South Road towards junction of Mill Lane

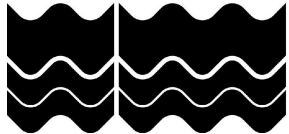


Site 2 - Photo 2 - view looking north along South Road towards access to 'Highcroft'





**East Sussex**  
County Council



**A272 Station Road, North Chailey**  
**Existing 50mph - proposed 40mph and proposed extension of**  
**Newick 30mph**

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Existing 30   
Existing 40   
Existing 50   
Existing 40 proposed 30 

|               |            |
|---------------|------------|
| SCALE         | 1 : 6000   |
| DATE          | 23/08/2024 |
| DRAWING NO.   | 1          |
| DRAWN BY      | TN         |
| ORIGINAL SIZE |            |