

# LONG MAN PARISH COUNCIL

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## Minutes of the Long Man Parish Council Meeting

held on Monday 11 March 2024 Wilmington Village Hall at 7.30pm

### 1. Chairman's welcome

The Chairman welcomed everyone to the meeting.

### 2. Attendance & apologies for absence

**Present:** Councillors; Tyler Butterworth (Chair) (TB), Claire Church (Vice-Chair) (CC), Helen Baulcombe (HB), Ann Osborne (AO), Jeremy Christey (JC), Michael Bridges (MB), Lizzie Chisholm (LC) and Jeanne Peterson (Clerk).

**Apologies:** None

**Other attendees:** District Councillor David Greaves

Alison Cotton Tree Warden and County Councillor Stephen Shing were unable to attend the meeting

### 3. Declarations of Interest – None

### 4. Minutes

4.1 The Minutes of the Long Man Parish Council Meeting held on 8 January 2024 were agreed and signed as a true record

4.2 Matters arising from the Minutes of the meeting held on 8 January 2024 - None

### 5. Public Discussion (15 minutes maximum).

There were four members of the public present. The following points were raised:

- There have been problems with speeding traffic in The Street, Wilmington, and a speed reduction to 20 mph would help control that. The usual traffic jams continue where the road narrows, and also when horse riders use the road at weekends. Access is difficult and dangerous out of the vicarage because of these two issues and it was suggested that an appropriately fixed mirror would help with visibility.  
It was noted (to be discussed in Item 10.2) that the council propose to develop closer relations with Highways in order to discuss and try to resolve local issues such as this.
- The planning applicants for New House Farm shared information in support of their application: They have lived in Wilmington for 34 years and are very involved in community support activities. Their current dwelling structure is made of wood which has limited longevity, and is why they have submitted this application for a permanent brick constructed home. The first application was withdrawn, but the applicants have now addressed all advice given to them by WDC. The proposal is for a single storey building, 30% larger than currently. The existing dwelling will be removed once the new one has been built.

The Chair thanked the attendees for their contributions, and councillors were able to respond and ask questions:

The council hopes to arrange a meeting with Highways and can take the concerns forward for discussion regarding Wilmington speeding and the 'bottle neck', and suggest installing a guide mirror.

On the planning application, it was noted that the architect had addressed the advice given by WDC following the previously withdrawn application. The new building will be constructed on hardstanding on existing driveway not encroaching in any significant way onto the adjacent land and it would not be visible from Robin Post Lane or to any neighbours. The overall size of the replacement noted within the plan documents appeared to differ from the 30% increase as stated earlier. A survey & subsequent report confirmed that nothing had been found as to a new population at the site.

## 6. Reports from other bodies

- 6.1 **County Councillor Stephen Shing:** A written report had been circulated and was taken as read. There were no questions.
- 6.2 **District Councillor David Greaves:** Cllr Greaves presented the report which had been previously circulated.
- 6.3 **MP Maria Caulfield:** Written reports for February & March had been circulated.
- 6.4 **Tree Warden Alison Cotton:** A report had been circulated. CC added that help would be needed when the ground dries out to water the newly planted trees and shrubs.
- 6.5 **PCSO Isaac Wood:** was not able to attend the meeting but an update on area activity had been shared. The clerk was asked to report the recent off-road motorbike incidents at Wilmington/Abbotts Wood areas to the PCSO.

## 7. Reports from Parish Councillors

7.1 **Folkington:** The abandoned car has been removed from the footpath.

7.2 **Milton Street:**

- Floodwater depth-gauge measures have been costed, details will be circulated and potential shared-funding discussed with Highways.
- Drainline had been contacted to report that one of their operatives had been seen discharging gully waste to the under-road culvert at the A27.

7.3 **Wilmington:** Nothing to report

## 8. Emergency & Resilience Planning

The clerk asked the council if this item and presentation of draft documents could be deferred to a later meeting. This was agreed, and will allow more time to get a fuller grasp of parish responsibilities and who else should be approached for involvement.

## 9. Finance

9.1 **The financial reports as circulated by the clerk were noted:**

- i. The Bank Reconciliation & Reserves updates to the end of January 2024 (February bank statement had not yet been received).
- ii. The Budget v Actual Quarterly Report to the end of February 2024.

9.2 **To approve and authorise the accounts payable as detailed on the payment list:**

### Payments list for 11 March 2024

		£
Clerk wages:	February 2024	681.96
	March 2024	439.23
HMRC PAYE		397.02
Clerk expenses as detailed on expense sheet + receipts		145.65
Wealden District Assoc Local Councils subscription		5.00
Damaged fence replacement at Milton Street		96.00
AFH Payroll Solutions Ltd payroll services Dec 23 & Jan 24		37.80
NetwiseUK website Domain renewal 24/25		30.00
Tree Felling Milton Street		275.00
ESALC – councillor training		48.00
		<b><u>Total 2,155.66</u></b>

**It was resolved** to approve the payments list:

- 9.3 **CIL funds** - It was agreed that further quotes would be sought for the external lighting at the village hall as the council will be contributing to the project with CIL funds. CC will liaise with the hall committee.
- 9.4 **Risk Assessment – It was resolved** to adopt the Risk Assessment
- 9.5 **Internal Auditor – It was resolved** that the clerk should engage the services of the internal auditor in preparation for the end of year accounting reports.

## 10. Highways

- 10.1 **A27** – No update available. This item to be carried forward to the next meeting.
- 10.2 **Strengthening Local Relationships (SLR) – It was resolved** to establish a regular two yearly meeting arrangement with ESCC Highways and the clerk was asked to start the process.
- 10.3 **Sussex Safer Roads Partnership – It was resolved** that as a first step the council would invite the Partnership Coordinator to speak at a future council meeting.

## 11. Clerk's general update

- 11.1 **Correspondence** – An email had been received from a Wilmington resident to report difficulties in turning across the A27 into the village with other vehicles dangerously undertaking. They have already reported the incidents to the police.

### 11.2 Maintenance

#### i. Asset Check update

- Seat – Wilmington Ades Field – The clerk had a quote of £60 to remove the bench but councillors agreed to check the fixings as it could potentially also need the concrete base removed.
- Seat – Milton Street – this was previously, and incorrectly, reported as hazardous. The Asset List will be corrected.

#### ii. Milton Street Green – The tree warden is arranging for a quote to carry out reduction work on the three trees opposite the green. This will be presented at a future meeting for agreement.

#### iii. Milton Street phone box – The paint has been purchased in preparation for its redecoration.

## 12. Communications & Policies

- 12.1 **It was resolved** to adopt the Grant Giving Policy. This will apply for all applicants and the forms will be published onto the website. Applications can be made at any time during the year and will be considered at the next scheduled meeting. All information and terms of grant are included with the forms.

## 13. Planning

- 13.1 The planning report had been circulated and was noted.

- 13.2 The council considered the outstanding application WD/2023/0108/F New House Farm. Although there appeared to be some discrepancy as annotated in the overall size of the proposed dwelling, it was generally considered that the revised application had mitigated previous concerns. It was noted that the application was supported by neighbours who would not at all be overlooked.

**It was resolved** to support the application. The updated planning report is attached to these minutes as Appendix 1.

- 14. **Feedback from external meetings** – LC had attended planning training and the supporting information had been circulated. It was noted that each individual application is considered on its own merit and not by precedent.

**15. Date of next meeting** – This will be the Annual Meeting of Long Man Parish Council to be held on Monday 13 May 2024 at Wilmington Village Hall, 7.30pm

15.1 For the Annual Parish Meeting, which must take place before the 1<sup>st</sup> June, it was agreed to engage a guest speaker on Local History/ Archaeology. Members will seek some contacts to consider. CC will check date availability at the hall and inform the clerk so that arrangements can start being made.

**The meeting was declared closed at 9pm.**

**These Minutes are a true and accurate record of the meeting.**

**Signed:**.....

**Position:**.....

**Date:**.....

