

LONG MAN PARISH COUNCIL

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Minutes of the Annual Meeting of Long Man Parish Council

held on Monday 13 May 2024 Wilmington Village Hall at 7.30pm

1. Election of Chairman

It was proposed and seconded that Cllr Tyler Butterworth be elected as Chairman for the year 2024-2025 and this was unanimously agreed by the council. The newly appointed Chairman signed the Declaration of Office.

2. Election of Vice-Chairman

It was proposed and seconded that Cllr Claire Church be elected as Vice-Chair for the year 2024-2025 and this was unanimously agreed by the council. The newly appointed Vice-Chair signed the Declaration of Office.

3. Chair's Welcome

4. Attendance & apologies for absence

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

Apologies: Cllrs Jeremy Christey and Lizzie Chisholm

It was resolved to accept the apologies as noted

Other attendees: District Councillor David Greaves

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

5. Declarations of Interest – None

6. Public Discussion (15 minutes maximum) - There were no members of the public present.

7. Minutes

The Minutes of the Long Man Parish Council Meeting held on 11 March 2024 were agreed and signed as a true record

8. Matters arising from the Minutes of the meeting held on 11 March 2024 - None

9. Reports from other bodies

9.1 **County Councillor Stephen Shing:** None available

9.2 **District Councillor David Greaves:** Cllr Greaves presented his report which is attached to the minutes as Appendix 1.

9.3 **MP Maria Caulfield:** Written reports for April & May had been circulated.

9.4 **Tree Warden Alison Cotton:** The following report was read out on Alison's behalf:

We are expecting Chaffins to mulch the newly planted trees with woodchip. They have been seen strimming in preparation for this.

Jo from Wealden DC has provided Ecological Assessment and Management Plans for Wilmington Green and Monken Pyn. I have shared them via WhatsApp but anyone who doesn't use this could request to see them. Here are the links:

We have not made any progress in finding a suitable site for a community orchard.

10. Reports from Parish Councillors

- 10.1 **Folkington:** A new planning application had come to light which had not been sent by SDNP to the LMPC as a consultee. It regards a change of use of a field off Folkington Lane. The clerk confirmed that the relevant paperwork had been requested from SDNP to enable the council to submit comment.
- 10.2 **Milton Street:** It has been observed that construction of the Studio Barn had started (previous full planning application had been refused). It has been confirmed by SDNP that current works are on an existing footprint but this will be monitored. It has since been noted that utilities are being installed at the site (power and water).
- 10.3 **Wilmington:** To note that Arlington Parish Council are undertaking a speed survey as they are concerned about speeding vehicles throughout the parish. Any resulting signage to help reduce this could encroach into Long Man Parish due to parish boundaries.

11. Traffic & Highways

- 11.1 **A27** – No update available despite repeated requests to National Highways.

A letter presented to the council has raised a number of ongoing issues for residents who live in close proximity to Wilmington Junction:

- Lighting at the junction is so bright that it intrudes directly into nearby dwellings effecting the sleep, health and wellbeing of residents.
- The lights are on all night which is incredibly disturbing. The light shields installed are not of the size specified at the start of the project, they are far too small and therefore are inadequate in providing any protection from the glare. Could the lights not be dimmed at 10pm?
- The effect of street lights on insects in the UK can lead to a decline in insect populations particularly in areas with LED streetlights, as well as having long-term consequences on plant populations and ecosystems

The council will continue to raise these issues where and when they can, but also urge residents to present their own cases directly to Maria Caulfield MP and National Highways. The disruption to Dark Skies (into which Wilmington falls as part of the SDNP) could also be communicated to the SDNPA.

- 11.2 **Strengthening Local Relationships (SLR)** – It was agreed that potential dates be circulated between councillors with the aim of setting a meeting for some time in June or July.

12. Finance – the end of year and financial reports were presented to the council by the clerk:

- 12.1 It was **resolved** to approve the 2023-2024 Annual Governance Statement (Section 1)
- 12.2 It was **resolved** to approve the 2023-2024 Accounting Statements (Section 2)
- 12.3 It was **resolved** to accept the Internal Audit Report as part of the annual accounts
- 12.4 It was **resolved** to accept the Certificate of Exemption and the clerk was authorised to submit the certificate to the external auditors. The clerk was also authorised to display all relevant end of year papers as required by the external auditors onto the website and village notice boards.
- 12.5 It was **resolved** to accept and approve the updated Asset Register.
- 12.6 The Summary of Accounts at year end 2023-2024 was noted
- 12.7 Bank reconciliations for the end of March 2024 and the end of April 2024 were approved

- 12.8 It was **resolved** to approve and authorise the following accounts payable as were shown in the payments list for May 2024 (noting that there was a correction to clerk expense total from £170.52 to £172 85):

Clerk wages April 2024	£439.23
Clerk wages May 2024	£439.23
Clerk expenses & mileage as detailed on claim sheet & receipts	£172.85
Zurich annual insurance renewal	£300
ESALC & NALC annual subscription	£134.87
WDC conference attendance fee	£30
AFH Payroll Services Feb & March 2024	£37.80
TOTAL	£1553.98

- 12.9 The council considered the grant request from Cuckmere Flood Forum and It was **resolved** to approve an £80 grant which will be paid in July 2024.

13. Council Policies

- 13.1 Since issuing the agenda, an update of the Financial Regulations had been sent to parish councils by ESALC so will need revising accordingly. The draft paper will be ready for presentation at the July 2024 meeting of the council.
It was **resolved** to re-adopt the Standing Orders as they are.
- 13.2 The Chair asked that all members remember check their council emails at least once a week as a minimum, and stressed the importance of this in functioning positively as a group and to share opinion on council matters.

14. Clerk's general update

- 14.1 **Correspondence** – A letter had been handed to the clerk voicing concerns about the A27 junction at Wilmington. These have been minuted in Item 11.1
- 14.2 **Maintenance**
- i. It was noted that the broken bench at Ades Field had been removed
 - ii. It was agreed that maintenance work on the Milton Street telephone box will be carried out by volunteers once the box is thoroughly dry
 - iii. Work on the Milton Street notice board is progressing
 - iv. Defibrillator pad specifications will be given to the clerk ready for ordering replacements
 - v. Flood gauge costings have been obtained and this will form part of discussions with Highways

Additional items to note:

- Quotes for a suitable installation are still being sought for external lighting at the village hall
- A resident has suggested putting decorative planters at the entrance to Adesfield. ESCC Highways own the verges so permission would need to be applied for directly from them.

15. Planning

The planning report had been circulated. The following additional updates were noted:

- SDNP/24/01117/FUL Old School House, Folkington – application withdrawn
- WD/2023/2326/RF New House Farm, Robin Post Lane, Wilmington – Approved with conditions (see planning report for link to conditions details)

The updated planning report is attached to these minutes as Appendix 2.

16. Emergency & Resilience Planning

An initial draft had been circulated by the clerk, and this forms the basic structure of the plan. The clerk was asked to continue work on the paper and it will be discussed again at the next meeting, also to look into registering the parish directly with South East Water to be included in the emergency water drop-off scheme.

17. Annual Parish Assembly - Arrangements for the meeting were discussed, and a plan to promote the event was agreed. The guest speaker had been confirmed.

18. Feedback from external meetings – AO had attended the Cuckmere Community Bus meeting on 24 April 2024. There had been 75K passengers over the year, and eleven more drivers had been recruited. Flooding had affected capacity over a ten-day period.

19. Attendance by councillors to external meetings – It was agreed that members will continue to attend external meetings on the basis of whoever is available.

20. Date of next meeting – The next Meeting of Long Man Parish Council will be held on Monday 8 July 2024 at Wilmington Village Hall, 7.30pm

The meeting was declared closed at 9pm.

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

Signed:.....

Position:.....

Date:.....