

WESTMESTON PARISH COUNCIL

Minutes of the Council meeting held on Wednesday 23rd June 2021 at 6.30 pm at Westmeston Parish Hall

Present: Councillors Rob Mills (Chairman), Cathy Mills (Vice-Chairman), Mark Clark, Tessa Haughton
Paul Vidler, Clerk
No members of the public were present.

1. **Apologies for absence:** Apologies were received from Councillors Joyce Dudeney, Clare Farrands and Vincent Tickner.
2. **Declarations of interest:** None.
3. **Public questions:** None.
4. **Minutes of the previous meeting held on 24th May 2021:**

RESOLVED: The minutes of the previous meeting on 24th May 2021 were agreed as an accurate record of the meeting and were signed by the Chairman.

5. **Appointment of lead members:**

RESOLVED: To agree the following appointments of lead members:

- (a) **Planning:** Councillors Mark Clark and Rob Mills
- (b) **Highways and Road Safety:** Councillors Rob Mills and Cathy Mills
- (c) **Rights of Way:** Councillors Cathy Mills and Joyce Dudeney
- (d) **Westmeston Common Land, Environment and Tree Warden:** Councillor Tessa Haughton
- (e) **Church Corner Maintenance:** Councillor Cathy Mills
- (f) **Website:** Councillors Mark Clark and Cathy Mills
- (g) **Internal Auditors:** Councillors Mark Clark and Cathy Mills
- (h) **East Sussex ALC:** Councillors Rob Mills and Tessa Haughton
- (i) **Lewes District ALC:** Councillor Vincent Tickner

6. **2020/21 financial statement including the schedule of payments, the receipts and bank reconciliation:**

RESOLVED: To agree the 2020/21 financial statement including the schedule of payments, receipts and bank reconciliation.

7. **Exemption from a limited assurance review by the external auditor for the financial year 2020/21:**

RESOLVED: To agree a limited assurance review by the external auditor for the financial year 2020/21. The Certificate of Exemption was signed by the Responsible Financial Officer and Chairman.

8. **Annual Governance and Accountability Review 2020/21:**

- (a) **To receive and note report from internal auditor:**

RESOLVED: To receive and note the report from the internal auditor.

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(b) To approve and sign AGAR section 1 Annual Governance Statement:

RESOLVED: To approve AGAR section 1 Annual Governance Statement which was signed by the Chairman.

(c) To approve and sign AGAR section 2 Accounting Statements

RESOLVED: To approve AGAR section 2 Accounting Statements which was signed by the Chairman.

9. Financial matters:

RESOLVED: Payment of the following invoices:

Payee	Reason	Amount
Business Services at CAS Ltd	Insurance	£198.96
LDALC	Annual subscription	£20.00
Mulberry & Co	Internal audit	£144.00
Cathy Mills	Church Corner maintenance June 2021	£35.00

10. Planning:

(a) Development opposite Westmeston Place:

The Clerk reported the building under construction had been brought to the attention of Lewes District Council on 15 May and will seek an update from the planning officer.

(b) Applications for certificates of lawfulness:

SDNP/21/02440/LDE Larchfield , Spatham Lane, Westmeston
Continued occupation of dwelling in breach of agricultural occupancy condition attached to E/66/0170.

SDNP/21/02441/LDE Larchfield , Spatham Lane, Westmeston
Use of land and buildings for ancillary domestic purposes.

RESOLVED: To agree to make no comment on the applications. It was noted that both applications had been approved on 16 June.

(c) Inter Parish Working Group on Housing:

(d) Eton College Site:

(e) Lewes District Council Local Plan:

These items were considered together. An invitation to a meeting on 6th July between parishes affected by the Eton College proposals and Lewes DC planning officers organised by Chailey Parish Council was circulated in advance of the meeting. Councillor Tickner is unable to attend.

RESOLVED: Members agreed that Councillors Rob Mills and Cathy Mills to attend the meeting on 6th July.

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11. Spatham Lane speed limit:

Members considered the Chairman’s draft reply to the letter dated 13 April 2021 from Ditchling Parish Council.

RESOLVED: Members agreed the wording of the Chairman’s reply which he will send to Ditchling Parish Council.

12. Any other information for noting:

(a) Lewes DC consultation on Local Council Tax Reduction Scheme for 2022/23:

Lewes DC propose to increase Council Tax discount to people on a low income, thereby reducing the tax base and the amount of council tax available to be collected. This would reduce council tax payable to the parish council by approximately £22 per annum. Members were minded to raise no objection, subject to ratification at the next meeting.

The meeting closed at 7.15pm.

DRAFT

Chairman’s signature
Date

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