

WESTMESTON PARISH COUNCIL

Minutes of the Annual Council meeting held on Tuesday 16th May 2023 at 7.15 pm at Westmeston Parish Hall

Present: Councillors Rob Mills, Cathy Mills, Joyce Dudeney, Clare Farrands, Tessa Haughton (part) and Vincent Tickner
Paul Vidler, Clerk
No members of the public were present

- 1. Election of Chairman:** Councillor Cathy Mills was elected Chairman. Members expressed their thanks to Councillor Rob Mills, the outgoing Chairman, for his hard work and achievements on behalf of the parish during his chairmanship totalling 18 years between 1995-2004 and 2014-2023.
- 2. Election of Vice Chairman:** Deferred to the next meeting.
- 3. Apologies for absence:** Apologies were received from Councillor Mark Clark.
- 4. Declarations of interest:** Councillor Cathy Mills and Councillor Rob Mills, as friends of the applicant, declared a prejudicial personal interest in connection with Item 14. (b).
- 5. Public questions:** None.

6. Minutes of the previous meeting held on 14th March 2023 and 29th March 2023:

RESOLVED: The minutes of the previous meetings on 4th March 2023 and 29th March 2023 were agreed as an accurate record of the meetings and were signed by the Chairman.

Councillor Tessa Haughton joined the meeting at 7.24pm

7. Appointment of lead members:

RESOLVED: To agree the following appointments of lead members:

- (a) Planning:** Councillors Rob Mills and Mark Clark
- (b) Highways and Road Safety:** Councillors Rob Mills and Cathy Mills
- (c) Rights of Way:** Councillor 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
- (j) Beacon Traffic Group:** Councillors Rob Mills and Cathy Mills
- (k) Inter Council Housing Steering Group:** Councillor Vincent Tickner

8. Standing Orders, Financial Regulations and Members' Code of Conduct:

RESOLVED: To agree the adoption of Version 4 of the Standing Orders, Financial Regulations and Members' Code of Conduct.

9. 2023/24 Council meetings:

RESOLVED: To agree the following dates for Council meetings in 2023/24 – 11th July 2023, 12th September 2023, 14th November 2023, 9th January 2024 and 12th March 2024.

10. To agree the 2022/23 financial statement including the schedule of payments, receipts, bank reconciliation and variances:

RESOLVED: To agree the 2022/23 financial statement including the schedule of payments, receipts, bank reconciliation and variances.

11. To agree exemption from a limited assurance review by the external auditor for the financial year 2022/23.

RESOLVED: To agree a limited assurance review by the external auditor for the financial year 2022/23. The Certificate of Exemption was signed by the Responsible Financial Officer and Chairman.

12. Annual Governance and Accountability Review 2022/23:

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

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

(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.

13. Financial matters:

(a) RESOLVED: To approve payment of invoices.

Payee	Reason	Amount
Cathy Mills	Church Corner maintenance March and May 2023	£70.00
Mulberry & Co	Internal Audit	£216.00
East Sussex ALC Limited	ESALC and NALC subscription	£86.42
Paul Vidler	Printer ink	£74.99

(b) Air Ambulance Charity Kent Surrey Sussex: Members considered a request for a grant.

RESOLVED: Members were of the view that whilst this was a particularly worthy charity, it provided benefits to the wider region, rather than specifically to the locality, and resolved not to award a grant in this instance.

14. Planning:

(a) Development opposite Westmeston Place, east of Lewes Road and Blackdog Farm east of Lewes Road: The Clerk reported an appeal had been lodged against the refusal of planning permission for the shed, which is awaiting validation. Lewes DC is preparing an enforcement notice pending the

appeal decision and/or the expiry of the 4 year period to serve the notice. There was no further update on Blackdog Farm.

RESOLVED: It was resolved to keep these matters under review and to report back to the next meeting.

(b) Applications for planning permission:

SDNP/23/01837/HOUS Downsview House, Lewes Road

Construction of the flat roof single-storey rear extension and installation of the dormer window in the roof of the storage area over the existing garage on the first floor.

RESOLVED: Members agreed to comment as follows:
Westmeston Parish Council makes no comment on this application.

Councillor Cathy Mills (Chairman) and Councillor Rob Mills took no part in the consideration of this item. Councillor Clare Farrands took the chair for this item

(c) Inter Parish Working Group on Housing/Eton College Site/Lewes District Council Local Plan:

Councillor Vincent Tickner reported there had been no recent meeting of the Working Group. He will continue to monitor these issues.

15. Spatham Lane 40 mph Scheme: Members noted with pleasure the completion of the speed reduction scheme. Members requested the Clerk to write to Ditchling Parish Council with thanks for its financial support and future collaboration with the Speed Watch scheme and further speed reduction measures.

16. Dignity at Work Policy and Civility & Respect Pledge:

RESOLVED: To adopt the Dignity at Work Policy and sign up to the Civility & Respect Pledge.

17. SDNPA Board elections:

RESOLVED: Members resolved not to nominate a councillor representative to sit on the SDNPA Board.

18. Any other information for noting: None.

19. Date of next meeting: 11th July 2023 at 6.30pm.

Meeting closed at 8.00pm.