

WESTMESTON PARISH COUNCIL

Minutes of the Annual Council meeting held on Tuesday 14th May 2024 at 7.15 pm at Westmeston Parish Hall

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

1. **Election of Chairman:** Councillor Cathy Mills was elected Chairman.

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:** None.

5. **Public questions:** None.

6. **Minutes of the previous meeting held on 12th March 2024:**

RESOLVED: The minutes of the previous meetings on 12th March 2024 were agreed as an accurate record of the meetings and were signed by the Chairman.

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 Cathy Mills and Rob 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 Cathy Mills and Mark Clark
- (g) **Internal Auditors:** Councillors Cathy Mills and Mark Clark
- (h) **East Sussex ALC:** Councillors Rob Mills and Tessa Haughton
- (i) **Lewes District ALC:** Councillor Vincent Tickner
- (j) **Beacon Traffic Group:** Councillors Cathy Mills and Rob 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 5 of the Standing Orders and Members' Code of Conduct.
To defer the adoption of the Financial Regulations to the next meeting.

9. **2023/24 Council meetings:**

RESOLVED: To agree the following dates for Council meetings in 2024/25 - 9th July 2024, 10th September 2024, 12th November 2024, 14th January 2025 and 11th March 2025.

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

RESOLVED: To defer the agreement of the 2023/24 financial statement including the schedule of payments, receipts, bank reconciliation and variances to the next meeting.

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

RESOLVED: To defer the limited assurance review by the external auditor for the financial year 2023/24 to the next meeting.

12. Annual Governance and Accountability Review 2022/23:

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

RESOLVED: To defer receiving and noting the report from the internal auditor to the next meeting.

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

RESOLVED: To defer approval of the AGAR section 1 Annual Governance Statement to the next meeting.

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

RESOLVED: To defer approval of the AGAR section 2 Accounting Statements to the next meeting.

13. Financial matters:

(a) RESOLVED: To approve payment of invoices.

| Payee | Reason | Amount |
|-------------------------|-----------------------------|---------|
| Cathy Mills | McAfee subscription renewal | £195.99 |
| East Sussex ALC Limited | ESALC and NALC subscription | £92.12 |
| East Sussex ALC Limited | Planning training | £222.00 |

(b) NS&I Account:

RESOLVED: To defer consideration of the continuation of the NS&I account to a future meeting.

14. Planning:

(a) Development opposite Westmeston Place, east of Lewes Road and Blackdog Farm east of Lewes Road:

NOTED: Members noted an appeal had been dismissed against the refusal of planning permission for the shed. Lewes DC is preparing an enforcement notice. There was no further update on Blackdog Farm.

(b) Submitted responses to the following applications:

NOTED: Members noted the responses made on the following applications since the previous meeting:

**SDNP/24/00884/LIS & SDNP/24/01327/HOUS – Spatham Farm Cottage, Spatham Lane
Installation of 16no PV cells to existing building.**

No comment.

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

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

15. B2116 Lewes Road potential extended 40mph speed limit:

NOTED: Progress will be reported at the next meeting.

16. Spatham Lane:

NOTED: Ditches have been cleared at the north end of Spatham Lane, which has improved drainage. Councillor Cathy Mills has reported potholes to East Sussex Highways.

17. Wapple Way:

NOTED: Councillors Cathy Mills and Joyce Dudeney are attending a meeting with Plumpton College on 24th May 2024 about vegetation in Wapple Way.

18. Church Corner maintenance: To receive update.

NOTED: Members noted with thanks that Paul Charman has taken over the maintenance of Church Corner from Martin Driver.

19. Lewes District ALC/Lewes DC/East Sussex CC Conference 7th June 2024:

RESOLVED: Members resolved that the condition of verges and planning enforcement be topics for consideration at the conference. Councillors Cathy Mills and Vincent Tickner will be attending.

20. SDNPA Board by-election:

NOTED: Members noted the election of Paul Bevan to the SDNPA Board.

21. Any other information for noting: None.

22. Date of next meeting: 10th June 2024 at 6.30pm.

Meeting closed at 7.42pm.