

Clerk: Ms Liz Gander
Tel: 01444 471898



Parish Council Office
The Cock Inn
North Common Road
Wivelsfield Green
RH17 7RH

To Members of the Parish Council

In accordance with the The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 You are summoned to attend a virtual Parish Council meeting to be held on **Monday 1 June 2020 at 7.30pm.**

The meeting will take place using the 'Zoom' Platform. Anyone wishing to attend is asked to email the Clerk via clerk@wivelsfield.org.uk by 4pm on the day of the meeting to request a meeting ID and password.

Liz Gander (Clerk)
27 May 2020

OPEN FORUM

Members of the public are invited to put questions to or draw relevant matters to the attention of the Council, prior to the commencement of business. This is for a period of up to fifteen minutes and may be restricted to three minutes per person if necessary.

AGENDA

Agenda Item	Description	Responsibility
1	Apologies for Absence	
2	Declarations of Members' Interests a To receive declarations of interest from Councillors on items on the agenda b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests	All councillors
3	To Approve the Minutes of: a The Parish Council Meeting held 4 May 2020	All councillors
4	Planning Matters To consider the Planning Application below and any others received between the publication of this agenda and the meeting. a <u>LW/20/0095 - Pine View, South Road</u> - Erection of single storey rear extension.* b <u>LW/20/0188 - Springbank, Slugwash Lane</u> - Infill dwelling on garden plot.* c <u>LW/20/0190 - Wivelsden Farm, North Common Road</u> - Erection of a timber stable block, comprise of seven stables, tack room and feed room with a small yard enclosed by a post and rail fence.* d <u>LW/20/0192 - Park Hill, Hundred Acre Lane</u> - Erection of a home office, tack room with washing facility and ancillary accommodation for the incidental use of the dwelling house.* e <u>LW/20/0210 - Land To The North Of Theobalds Road</u> - Erection of three detached dwellings, with garages and associated landscaping.* (Application discussed at last meeting, but now being formally consulted upon. Included here for completeness in case any new objections come to light). f <u>LW/20/0267 - Clearview, Nursery Lane</u> - Proposed metal field barn / machinery store.* g <u>LW/20/0274 - Keepers, Valebridge Road</u> - Erection of first floor extension and replacement ground floor extension.*	All councillors

	h	<u>LW/20/0295 - Winters Farm Courtyard, North Common Road</u> - Change of use from existing offices to single dwelling under Class O, Part 3 Schedule 2 of The Town and Planning (General Permitted Development)(England) Order 2015 (As Amended).**	
	i	<u>LW/20/0177 - Somerset House, Green Road</u> - Change of use from B1 to C3 - Conversion of building to provide 14 no. 2 storey dwellings with associated parking and landscaping. (Application discussed at last meeting, but now being formally consulted upon. Included here for completeness in case any new objections come to light).	
	j	<u>LW/20/0276 - 24 Downsview Drive</u> - Erection of ground floor rear extension, front porch, floor plan redesign and associated works.***	
	k	<u>LW/20/0281 - Valebridge, Valebridge Road</u> - demolition of existing dwelling and outbuildings and erection of replacement dwelling and detached car port/garage with altered drive access and hard standing.*	
	l	<u>LW/20/0163 - Moonrakers, 7 Church Lane</u> - extension to provide bedroom and utility room.****	
	m	Tree Works Applications <u>TW/20/0041/TPO - 59 Charters Gate Way</u> - work to be carried out to trees encroaching on the garden: 2 x Oaks overhanging northern side of the rear garden, cut back by 5m (cutting back to boundary fence line). 1 x Willow, cut back overhanging branch by approximately 2m, back to the boundary fence line. 1 x Hazel coppice in the rear garden re-coppice. Grind out small stumps in garden. 1 x Elder, fell and grind.	
5		Financial Matters	Clerk
	a	To review and authorise items for payment.	
	b	To note the report from the year end internal audit.	
	c	To review and sign the year end bank reconciliation.	
	d	To agree to move £20k from the general reserve to the earmarked reserve for village improvements, ready for spending on CCTV equipment, additional verge marker signs and replacing children's play area equipment as it becomes necessary.	
	e	To review and sign the Financial Statements for the year ended 31 March 2020.	
	f	To review and complete Section 1 of the Annual Return - the Annual Governance statement.	
	g	To agree and sign Section 2 of the Annual Return - Accounting Statements.	
	h	To review the effectiveness of internal audit.	
	i	To agree to continue to use Mulberry and Co for internal audit services for the forthcoming year.	
	j	To review quotes received for installing verge marker posts on Green Road opposite Barnard and Brough.	
6		Clerk's Report	
	a	To consider looking into providing a bus shelter at the Village Hall entrance.	
7		Village Hall Improvement Project	Clerk
	a	To note the minutes of the joint meeting held 19 May 2020.	
	b	To agree to include the fitting out of the kitchen as a part of the main contract for the purposes of going to tender.	
	c	To agree the additional costs involved in amending the Hall plans to reflect the proposed changes to the kitchen.	
	d	To agree that the two elements of the Renshaw Room project (store room and Parish Office/toilets) should be shown as separate phases of the contract for going to tender.	

	e	To agree to appoint a buildings regulations inspector from Lewes District Council.	
	f	To agree that the surfacing of the top entrance to the car park will be left as it is for now, rather than be upgraded.	
8	a b c	Reports from Councillors Verge opposite Parish Council office. Signs on the bridleway near to Golf Course Farm. Missing bollards from around the village shop.	
9	a b c	Correspondence a Consultation on proposed changes to the East Sussex County Council, Brighton & Hove City Council and the South Downs National Park Authority adopted Waste and Minerals Local Plan (WMLP). Consultation period ends 3 August 2020. b To ratify the Parish Council's response to a request to consider dropping its objection to the diversion of footpath 35. c Consultation on the Burgess Hill Place and Connectivity Programme, including the proposal to turn Theobalds Road into a cycle way. Consultation runs until 25 June.	Clerk
10		Items for Noting or Inclusion on Next Agenda	
11	a	Date of Next Meeting Monday 6 th July 2020 – Parish Council Meeting	

*Comments to be with Lewes District Council by 9 June 2020

** Comments to be with LDC by 10 June 2020

***Comments to be with LDC by 16 June 2020

****Comments to be with LDC by 19 June 2020