

Minutes of the Parish Council Meeting Held 2 November 2020 7.30pm, via the 'Zoom' video conferencing platform¹

Agenda Item	Description	Resolved
Present:	Councillors Dawson, Pascoe, Rust, Martin and (newly co-opted at the meeting) Dutt. Liz Gander (Clerk), District Councillor Bikson and six members of the public.	
Open Forum:	A resident asked what plans will be put in place for extra parking down Eastern Road, to accommodate the cars from the former Beer Piper premises, when it is converted into dwellings. Eighteen spaces are shown on the plans, for (if the new plans are approved) fourteen dwellings and therefore it is likely that there may well be more cars than spaces. Some discussion took place around the possibility of cars parking on the wide grass verge along Eastern Road (which is already used by some residents and as overflow parking for the Hall for bigger events), but views on this seem mixed; it could churn up the verge, but would at least stop overflow parking on the road itself. The Parish Council had previously consulted with residents along Eastern Road about chaining off the verge to prevent parking, but of the three responses received, two had been against this. The Clerk suggested that another alternative would be to see if the Village Hall Management Committee felt there was capacity in the Hall's car park for a small number of extra vehicles and whether it might consider renting out some spaces to owners of the new properties for a small charge.	
1	Apologies for Absence Councillor Haffenden sent his apologies after the meeting.	
2	Co-option of New Councillor The Council resolved to co-opt Nick Dutt as a member of the Council. Mr Dutt signed a Declaration of Acceptance of Office and assumed his role.	
3	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	None noted.
4	To Approve the Minutes of: a The Parish Council Meeting held 5 October 2020 b Confidential minutes for the meeting of 5 October 2020 c The Extra-Ordinary Meeting held 12 October 2020 d Confidential minutes for the meeting held 12 October 2020 The Clerk was thanked for all the hard work she has put in recently with a significantly greater workload.	The Council approved all four sets of minutes.

¹ In accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

5	a b c d	<p>Planning Matters New Planning Applications considered at the meeting. <u>LW/20/0696 - 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. Whilst, in an ideal world, this was still considered too big a development for this site, the Council conceded that it was a much better option than the 26 unit development already approved and therefore resolved to support it. The Council wished to request however that the number of electric vehicle charging points be increased to 15 (one per house, plus a spare for visitors), that the developer consider making a contribution to highway safety improvements locally and that they provide details of the relevant people to liaise with during the build.</p> <p><u>LW/20/0536 – 1 Diamond Cottages, Green Road</u> – drop kerb onto a category C road .</p> <p>Notices of Planning Permission Received (for information only) <u>LW/20/0590 - 21 Medway Gardens</u> - single storey rear extension.</p> <p>Notice of Refusal of Prior Approval <u>LW/20/0602 – Ham Barn, Slugwash Lane</u> - notice of prior approval for change of use of agricultural building to dwelling, has been refused.</p>	<p>To support the application, with some requests as detailed.</p> <p>To support the application.</p>
6	a b	<p>Financial Matters <u>To review and authorise items for payment</u> – Council approved payment of nine general items of expenditure, totalling £3087.19. A further two sums, totalling £226.73, had been incurred in relation to the Hall Improvement Project. It was agreed to make a donation of £25 to the Royal British Legion Poppy Appeal, for the wreath provided for Remembrance.</p> <p><u>To agree to hold an extra-ordinary meeting to discuss the draft budget for 2021-22.</u> A meeting will be held on Monday 23 November.</p>	<p>Payments approved.</p> <p>Meeting arranged.</p>
7	a b c d	<p>Clerk's Report <u>Urban grass cutting options 2021-22</u> – the Council discussed the three options for urban grass cutting next year (having East Sussex Highways do only two cuts at no cost, requesting them to do 6 cuts, which would cost £1141 or arranging to have the verges cut by an independent contractor, for which Highways would contribute £570). It was agreed to renew the contract with Barcombe Landscapes for 6 cuts. Barcombe Landscapes will be reminded of the need to cut the strip of grass between Charters Gate Way and the drovers' road.</p> <p><u>To discuss whether to put up additional signage at the play area giving an age guide for use of the equipment</u> – it was agreed to put up some signage to reinforce that it is parents' responsibility to supervise their child(ren) and to assess the suitability of equipment for their child's age and ability.</p> <p><u>To agree what to do with the log runs at the park which have partially deteriorated</u> – it was agreed to have the log runs removed in the short-term, but to look at what might replace them in the longer term.</p> <p><u>Highway safety</u> - this had been added to the agenda following an accident along Green Road last month when a child was hit by a car, by the green. It was agreed that things like the coloured surfacing and road markings have deteriorated in recent years, and it might be helpful to, at least, have additional signage up eg to warn of children crossing. More generally it was noted that speeding in some areas of the village (particularly along North Common Road) seems to have increased and there are areas which are dangerous. The Chairman invited John Wigzell, the Parish's Speed Watch co-ordinator, to speak. He said that the Speed Watch team had gained one new</p>	<p>To renew the contract with Barcombe Landscapes.</p> <p>Signs to be arranged.</p> <p>Log runs to be removed.</p> <p>Clerk to write to East Sussex Highways to express concerns about highway safety and to request an SLR meeting.</p>

	<p>e</p> <p>f</p> <p>g</p> <p>h</p> <p>i</p> <p>j</p>	<p>recruit and they had recently had a session at the Downsview Drive site, monitoring traffic along North Common Road. On average around 9% of motorists have been recorded exceeding the speed limit.</p> <p>The Council agreed to reopen a dialogue with East Sussex Highways regarding highway safety in the village and to request an SLR meeting with Highway's staff. John Wigzell kindly offered to identify sites around the village which would be appropriate for a temporary speed indicator device to be located, to advise motorists of their speed.</p> <p><u>Allotments</u> - the Hospice had confirmed that the allotment project had been on hold owing to the pandemic, but that it is something that they are committed to and will look to progress again soon. Councillor Martin reiterated that she is happy to help with this project. A member of the public queried whether the Manor Nursery site along Theobalds Road could perhaps also become allotments.</p> <p><u>Village sign update</u> - the blacksmith had confirmed that the sign will be going to the galvanisers in the coming weeks, so that it can be returned to its place on Ditchling Road.</p> <p><u>Update on the Church Lane car park surface</u> - the Clerk met with local groundwork contractor, Alun Gedrych, in mid-October to look at what can be done to the car park surface to try to prevent the ongoing issues with large puddles and wear in the centre of the car park. In the absence of any drains in the car park itself which surface water could be diverted to, Alun suggested contacting East Sussex Highways to see if they have any drains in the vicinity which could be tapped into (or failing that, the landowner of the car park and adjacent fields). In terms of the work otherwise needing doing to the surface itself, he recommended digging out an area of around 6m x 4m, to a depth of 230mm and filling this with concrete of 80mm thickness and tarmac of 150mm. The Clerk will await feedback on drainage and, once the best approach has been established, will seek comparative quotes for the work.</p> <p><u>Travis Perkins site</u> - the result of the bid submitted by members of the community is not yet known.</p> <p><u>Improvements to bridleways</u> - Sussex Lund funding. Awaiting feedback on whether the kind of work we need doing is something that the Sussex Lund fund would be likely to cover and if the work is of the type that the Conservation Volunteers might help with.</p> <p><u>Village Hall fire exit into pre-school play area</u> - the Council had received an email about this, but asked the Clerk to request that the author forwards it directly to the Village Hall Management Committee.</p>	<p>Speed Watch co-ordinator to identify sites for a temporary SID.</p>
8	<p>a</p> <p>b</p> <p>c</p>	<p>Reports from Councillors</p> <p><u>Oil tank - bridleway 18a/b</u> - it had been brought to the Council's attention that there seems to be an oil tank belonging to an adjacent property which is leaking onto the bridleway and has been for some time, (others present at the meeting agreed that you can smell the oil). The Council asked the Clerk to write to the property's owners to ask them to address this. If not, this will be referred to Environmental Health.</p> <p><u>West Wood</u> - Chairman to arrange a meeting with the owner of the wood.</p> <p><u>Remembrance Day</u> - it was agreed that, following the announcement of a second lockdown, the Remembrance service at the War Memorial would only comprise those individuals attending to lay a wreath. The event will therefore not be advertised locally, and the road closure which had been arranged for the purposes of a socially distanced event, will not be implemented.</p>	<p>Clerk to write to householders.</p>

9	a	Village Hall Improvement Project To formally ratify the decision taken at the last meeting to consult with community on an increase in the precept equivalent to £12 per year for a band D property, to fund loan repayments for the Hall Improvement Project.	Agreed.
10	a b c d e f g h i	Correspondence <u>LDC Consultation on a Review of Polling Districts and Polling Places -</u> Consultation deadline 6 th November 2020 at 5pm. Clerk to query why Wivelsfield has been included in the list in two places; once under Ditchling and once under Wivelsfield. <u>Lewes District Council – Land Availability Assessment Consultation.</u> Consultation closes 18 December 2020 at 11.59pm. This is essentially a call for sites for the Lewes District Plan, no response needed at present. <u>Invitation to attend the East Sussex Pension Fund annual Employer Forum,</u> to be held virtually on 20 th November 2020. <u>Consultation on the draft Administration Strategy for the East Sussex Pension Fund.</u> Consultation closes 20 November 2020. <u>Letter from Wivelsfield Primary School W.O.W (War on Waste) group</u> – a group of children from the Primary School had written to the Council to ask if they could rehost the ‘kill your speed’ posters, with an anti-littering twist. The Council welcomed the suggestion and the Clerk will liaise with the group. <u>Committee on Standards in Public Life, public consultation.</u> Consultation ends 5pm on 18 th December. Councillors to review in advance of the December meeting. <u>Email from the architect for Somerset House</u> (agenda item 5a) – an email had been received from the architect, advising that they are committed to bringing forward a 14 unit scheme and that the fact that advertising boards had appeared promoting the 26 unit scheme was rather over-zealous marketing on behalf of the agent. <u>Response to the Parish Council’s letter from the Head of Planning at LDC –</u> some responses had been received to the Council’s letter of complaint about the handling of the application for 26 units at the former Beer Piper building. <u>Invitation to attend the Lewes District Citizens Advice virtual AGM on Wed 11 November at 2pm.</u> No-one able to attend.	Clerk to raise query. BR to attend. No comment. Clerk to liaise with WOW group. Cllrs to review before next meeting.
11		Items for Noting or Inclusion on Next Agenda The Chairman noted that he may be unable to attend the next meeting as he will be having an operation at the end of this month.	
12	a	Date of Next Meeting Monday 14 th December 2020 – Parish Council Meeting	

The meeting closed at 9pm.

Accounts Approved for Payment at the Meeting of 2 November 2020

Payee	Expenditure	Total	Payment Type	Voucher Ref
		£		
General Expenditure				
Clerk	Salary November 20 & overtime	1674.83	Online	244
East Sussex Pension Fund	Pension contributions November 20	624.51	Online	245
Lewes District Council	November 2020 play area inspection	18.00	Online	246
Transparity Solutions Ltd	October 2020 Office 365 Subscription	31.05	Online	247
Sage UK Ltd	November Sage 50 Accounts subscription	96.00	SO	248
Trident Computers UK Ltd	IT contract December 20	55.80	Online	249
Society of Local Council Clerks (SLCC)	Annual Membership	202.00	Online	252
PKF Littlejohn LLP	External Audit 2019/2020	360.00	Online	253
Royal British Legion Poppy Appeal	Donation in lieu of formal charge for the poppy wreath provided	25.00	Online	254
Total General Expenditure		3087.19		
Village Hall Improvement Project				
E Gander	Reimbursement for printing of public consultation document	117.53	Online	250
Community Ad Web Ltd	Delivery of consultation flier alongside Wivelsfield News	109.20	Online	251
Total Village Hall Expenditure		226.73		
Total Expenditure		3313.92		

Online payments set up by the Clerk on: 17.11.20 . Authorised by B Rust.