

Minutes of the Extra-Ordinary Parish Council Meeting
Held Wednesday 26 July 2017
8.15pm Church Hall, Church Lane

Agenda Item	Description	Agreed	
Present	Councillors Dawson (Chair), Stoner (Vice-Chair) and Pascoe, Nigel Alderton (Prospective Planning Limited), six members of the public and Liz Gander (Clerk).		
Open Forum	The Chairman welcomed members of the public to the meeting and invited questions or comments. Nigel Alderton from Prospective Planning Ltd gave a brief summary of the Asylum Wood application (agenda item 5c), seeking the support of the Parish Council.		
1	<p>Apologies for Absence</p> <p>Apologies had been received and were accepted from Councillors van Bochove and Phillips. District Councillor Sugarman and County Councillor Sheppard had also sent their apologies.</p>	To accept Councillors' apologies.	
2	<p>Declarations of Members' Interests</p> <p>a To receive declarations of interest from Councillors on items on the agenda</p> <p>b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests</p>	None noted.	
3	<p>Correspondence</p> <p>a Request to consider removal of dog waste bins and/or putting the onus on dog owners to pay for them.</p> <ul style="list-style-type: none"> o Whilst the Council acknowledged this point of view, it also considered the provision of dog bins an important service that helps to prevent dog-fouling and therefore benefits all residents. <p>b Opportunity to comment on the Ditchling, Westmeston and Streat Neighbourhood Plan (consultation ends on Mon 28 August).</p> <ul style="list-style-type: none"> o Members had not had the time to review this Plan. <p>c Reply from Cala Homes re request for contribution to bridleway.</p> <ul style="list-style-type: none"> o Cala had apologised that they were unable to help with this request since they have already contributed to public rights of way as a part of the Section 106 Agreement. <p>d Reply from Maria Caulfield MP to letter expressing concern about safety on the Royal Oak bend (B2112).</p> <ul style="list-style-type: none"> o Maria has undertaken to speak to the Director of Communities, Economy and Transport at East Sussex County Council to find out what more can be done with this stretch of road. <p>e Letter of support for item 5d on the agenda.</p> <ul style="list-style-type: none"> o An email had been received from a neighbour of Abbeydale, giving their support to the application. 	Clerk to reply to email.	
4	<p>Financial Matters</p> <p>a To approve items of expenditure as shown on the Accounts for Payment schedule.</p> <ul style="list-style-type: none"> o The Council approved payment of eight items of expenditure 	All payments approved.	LG

		totalling £2158.98 (see Appendix A for details).		
5		<p>Planning Matters</p> <p>a <u>LW/17/0477 – Wivelsden Place, North Common Road</u> – construction of a single storey commercial office building to the rear of Wivelsden Farm House.</p> <p>b <u>LW/17/0557 – Ferndale, Green Road</u> – erection of two bay garage.</p> <p>c <u>LW/17/0593 - Asylum Wood, Greenhill Way</u> - Development of up to 375 new homes, 2 primary schools with early years provision, a new burial ground, country park, car parking, 'green way', new vehicular accesses and associated parking and landscaping.</p> <p>The Council resolved to object to the application in its current form because:</p> <ul style="list-style-type: none"> o No account has been taken of the objections made by people at the pre-application exhibition or during discussion with the Parish Council regarding the inappropriateness of having a burial ground located immediately below a primary school, and allotments below this. o Parking provision is considered woefully inadequate, as are the proposals for a shared car park to serve the school, burial ground and allotments. o The Council is concerned about the proposed position of the school since it straddles the Haywards Heath/Wivelsfield boundary and encroaches on land which the Parish Council had earmarked as a green space. o The closing of the central part of Hurstwood Lane to create a green lane, by limiting the access routes into different area of housing, is considered inappropriate. <p>d <u>LW/17/0559 – Abbeydale, South Road</u> – Remove existing cement tiles and replace with cement board on the exterior of the property.</p> <ul style="list-style-type: none"> o Following some discussion, the Council resolved to make a neutral response to this application. <p>e <u>LW17/0488 - Site North Of Slugwash Gardens, Slugwash Lane</u> - Outline application for residential development consisting of 17 new dwellings (to include 7 affordable houses), associated garaging, car parking and new estate road. Provision of new vehicle and pedestrian access to slugwash Lane. Provision of new pedestrian footway on highway land on west side of Slugwash Lane between the application site and Green Road.</p> <p>The Council resolved unanimously to object to this application for the following reasons:</p> <ul style="list-style-type: none"> o The site for which permission is being sought was deliberately excluded from the Wivelsfield Neighbourhood Plan, as it was rejected by the community. To grant permission on a site when it has been carefully considered and removed from the Neighbourhood Plan would be to fly in the face of Localism. o Wivelsfield has sites allocated to satisfy its housing allocation as per Lewes District Council's Joint Core Strategy. o Once all existing permissions are fulfilled, Wivelsfield will have seen almost a 50% increase in housing over only a few years, and will have more than done its bit to satisfy housing demand. o Lewes District Council has its five-year housing land supply in place and therefore there is no need for additional housing in the village. o There is no local housing need, with any need for affordable housing having been satisfied by recent developments at 	<p>To support the application.</p> <p>To support.</p> <p>To object in accordance with the points raised.</p> <p>To submit a neutral response.</p> <p>To object to the application on the grounds raised.</p>	

	f	<p>Shepherds Close and Charters Gate.</p> <ul style="list-style-type: none"> o The site fails to comply with the requirements of Policy 1 of the Wivelsfield Neighbourhood Plan as it is outside the existing planning boundary. o Neither does it comply with the Neighbourhood Plan's requirements for parking, as contained within Policy 5. <p><u>TW/17/0039/TPO - 29 Downscroft</u> - Oak T15 of the Order - to judiciously thin by no more than 20% of branch density. Reduce remaining branches by no more than 2 metres to suitable growth points to limbs overhanging the house and conservatory. To remove superfluous growth on limbs and trunk as appropriate.</p> <ul style="list-style-type: none"> o Councillors had been unable to find the documents for this application on the Planning Portal and therefore resolved to submit a neutral comment. 	To submit a neutral response.	
6	a	<p>Highway Matters</p> <p>To discuss the recent meeting with East Sussex Highways and its outcomes in respect of the northern entrance to the green, bollards around the shop, village gateways and signage on North Common Road and work by the Royal Oak.</p> <ul style="list-style-type: none"> o Councillor Stoner and the Clerk outlined the discussion which took place with Michael Higgs and Dan Witcher from East Sussex Highways. 		
	b	<p>To agree a preferred option for signage/bollards/gateways on North Common Road.</p> <ul style="list-style-type: none"> o The Clerk explained that, whilst when on site, Dan Witcher had suggested various possibilities for signage/features in the vicinity of the Cala site (which included a traditional pair of gateways as on South Road, rows of white wood-effect bollards on the verges outside the Cala site and/or a low single gateway on the verge of the Cala site), he had subsequently come into the office and said that there were reasons for not doing anything but having a single gateway on the verge. o The Council felt however that there should be like-for-like replacements for those that Cala had lost and that if they went out by the 40mph signs, they would not obstruct any driveways. 	To ask for a like-for-like replacement of two matching gateways.	
	c	<p>To discuss the use of wood effect bollards around the shop and school. If favoured over the present bollards, to discuss and agree whether any money could be committed to their replacement.</p> <ul style="list-style-type: none"> o The Council was unable to make a decision about this since East Sussex Highways, whilst giving the comparative costs of wood-effect posts as compared with the more urban style verge markers, had not indicated whether or not they would be willing to pay for changing any of the posts. It was suggested however that we could ask whether it would be possible to mix and match such that, as and when Highways have cause to replace a verge marker post, they install a wood-effect one (in the hope that, ultimately, they will all be of this style). 	To find out whether wood-effect bollards could be put in as and when individual verge marker posts require replacement.	
7	a	<p>Play Area</p> <p>To receive the Clerk's report on work needed to the den and climbing logs at the green.</p>	Deferred to next meeting.	
	b	<p>To discuss and agree remedial action to be taken and to approve a contractor (if appropriate).</p>		
8		<p>Use of the Outdoor Area to the Rear of the Village Hall</p> <p>To receive the Clerk's report on the proposed use of and alterations to</p>	For information only.	

		<p>the outdoor space to the rear of the Hall.</p> <ul style="list-style-type: none"> ○ The Clerk outlined plans to make alterations to the outdoor area to the rear of the hall, currently used solely by Playgroup. ○ Following suggestions that it would be nice for other users to have an area at the back of the hall to use, the Committee and Playgroup have been looking at possible options. ○ It has now been agreed that the area to the left of the existing fire door will be fenced off, purely for Playgroup's use (and perhaps that of certain established village clubs eg Parkinsons). One of the existing windows will be replaced with a door to allow for direct access into this area. ○ The area to the right of the fire door will comprise the emergency exit path and a 'quiet area' which will be accessible by all hall hirers, plus Playgroup when they so wish. ○ An area between the Hall's kitchen and the ditch will be opened up and fenced for the installation of a storage shed for Playgroup equipment, to maximise usable play space for the children. 		
9	<p>a</p> <p>Review of Twinning Visit and Village Day</p> <p><u>Twinning Visit</u> – the twinning visit had gone well with visitors from Sourcieux-les-Mines enjoying a meal at the Cock Inn, time spent at Village Day and the evening music event and a visit to Lewes including a trip to Lewes Castle. The French Mayor and Chairman of the Parish Council signed our copy of the twinning charter at Village Day and our visitors were presented with a stoolball bat, balls and a copy of the game's rules for them to take stoolball home to France, whilst in turn they have provided us with a boules set.</p> <p>The Chairman thanked Councillor Stoner for organising the hosting of the French families and spoke of plans to broaden twinning activities in the future to include larger exchange programmes.</p> <p>b</p> <p><u>Village Day</u> – the Chairman congratulated the new Village Day team on a doing a 'fantastic job'. He noted that there had been a lovely atmosphere, the evening music event had been great and it was hoped that this will continue.</p>	For information only.		
10	<p>a</p> <p>Items for Noting or Inclusion on Next Agenda</p> <p>State of Green Road</p>			
11	<p>Date of Next Meeting</p> <p>Monday 4 September – Parish Council Meeting</p>			
12	<p>Staffing Matters</p> <p>To discuss the recent applications for the Assistant Clerk post, receive recommendations from the interview panel (if interviews have taken place) and agree who to appoint (if appropriate).</p> <p>Exclusion of the Press and Public</p> <p>By virtue of the confidential nature of the business to be transacted, the Council resolved to exclude the press and public for this item (Public Bodies - Admission to Meetings - Act 1960).</p> <ul style="list-style-type: none"> ○ The Council discussed arrangements for the interviews which had not yet been conducted. ○ Interviews will be scheduled for early next week. 			

Accounts approved for payment at the meeting:

Payee	Expenditure	Total	Chq No
		£	
Lewes District Council	Aug 2017 Monthly Play Area Inspection	18.00	100628
EAC Software	Email hosting	36.00	100629
E Gander	Salary August 2017	1141.87	100630
E Gander	Printer cartridges	23.72	100631
East Sussex Pension Fund	Pension contributions July 2017	401.37	100632
Wivelsfield PCC	Hire of Church Hall for Extra-Ordinary Meeting & Visioning	25.00	100633
Glasdon Manufacturing	Bench for green	500.02	100634
Wivelsfield Village Hall	Hire of Pavilion for Community Clean Up Day	13.00	100635
Total		2158.98	

Addendum to the Minutes of 26 July 2017

Approved at the meeting of 2 October 2017

After the above minutes were agreed by the Council, some errors were found in the figures shown on the accounts for payment schedule. These were as follows:

Item of Expenditure	Sum as Shown in 26 July Minutes	Correct figure	Difference
Printer cartridges	£23.72	£107.42	+ £83.70
Hire of Church Hall	£25.00	£27.50	+ £2.50
Total			+ £86.20

This means that the total expenditure as listed on the accounts for payment schedule, and recorded in the minutes at item 4a, should now read £2245.18 (instead of £2158.98 as currently shown).