

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**

You are summoned to attend a Parish Council meeting to be held in the Church Hall, Church Lane, on **Monday 4 November 2019** at 8pm.

Liz Gander (Clerk)  
30 October 2019

**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**

<b>Agenda Item</b>	<b>Description</b>	<b>Responsibility</b>
<b>1</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>Declarations of Members' Interests</b>	All councillors
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	
<b>3</b>	<b>To Approve the Minutes of:</b>	All councillors
a	The Parish Council Meeting held 7 October 2019	
<b>4</b>	<b>Planning Matters</b>	All councillors
	<b>To consider the Planning Applications below and any others received between the publication of this agenda and the meeting.</b>	
a	<u>LW/19/0649 - 16 Blackmores</u> - creation of dormer to existing roof with installation of two rooflights to front elevation.*	
b	<u>LW/19/0687 - 20 Strood Gate</u> - Extension and new pitch roof to the annex.**	
c	<u>LW/19/0742 - 1 Myrtle Cottage</u> - Single storey rear extension.***	
d	<u>LW/19/0758 - Griggs Cottage, Ditchling Road</u> - Revised proposal for the removal of an existing extension and construction of a two storey side extension.****	
	<b>Certificate of Lawful Use or Development</b>	
e	<u>LW/19/0616 - 51 Ridgeway, Haywards Heath</u> - Proposed conservatory to rear.	
	<b>Notice of Planning Permission Received (for information only)</b>	
f	<u>LW/19/0628, Home Farm, Slugwash Lane</u> - Planning Application for Conversion and extension of redundant mill building (Building A) to form a 3 bedroomed dwelling including demolition of an area of former store buildings and pig sties.	
	<b>Other Planning Matters</b>	
g	<u>Springfield Industrial Estate</u> - update if available.	

<b>5</b>	a b c d e f g	<b>Financial Matters</b> To review and authorise cheques for payment. To review and monitor CIL expenditure to date on the Village Hall Improvement Project. Update on the fundraising position for phase 1 of the Hall Improvement Project. To review the draft budget and discuss any additions/changes. Notification of additional CIL payment. To consider making a donation to the Wivelsfield Primary School PTA to allow for the purchase of new, much needed, outdoor exercise equipment using Community Infrastructure Levy (CIL) funds under S137 expenditure. To agree to set up a monthly standing order for the Council's Sage 50 Accounts package.	Clerk
<b>6</b>	a	<b>Policies &amp; Procedures for Review</b> To review and adopt the updated Scheme of Delegation.	
<b>7</b>	a b c d e f g h i j k l m n o	<b>Report of Clerk</b> To agree a response to the consultation forming item 9a on the agenda, taking into account the concerns of residents of Theobalds Road as expressed in writing and at a meeting held with representatives of the Theobalds Residents' Association on 28 October. To agree meeting dates for the 2020-21 Council year. Verge maintenance 2020. To discuss the alternative options being given by East Sussex County Council, along with associated costs. To agree the scope of works the Council would wish to see if seeking quotes from independent contractors. To note that 2020 will mark the 75 <sup>th</sup> anniversary of VE day and to consider whether the Council might wish to do anything to commemorate it. To consider whether, in the event of the death of a senior royal, the Council would wish to open a book of condolence in Wivelsfield. To consider a proposal for adding notice boards to the interior of the two newest bus shelters. To review the cost of updating the 'no dog fouling' sign on the Green Road bus shelter. Planning consent and licences for the red telephone box/book exchange. To discuss whether to seek quotes and apply for a licence to install bollards on the verge along Eastern Road. Charters Gate Way – update re ongoing sewage/pumping station issues. Planting on the Charters Gate Way site and adjacent to the drovers road. Proposal to install a barrier at the bridleway entrance to West Wood, Hundred Acre Lane. Query from the Village Hall Management Committee as to which trees at the Green should be inspected. CCTV scheme update. Bus shelter at Village Hall.	Clerk
<b>8</b>	a	<b>Reports from Councillors</b> Feedback from the ESALC Conference held on 10 October.	BR/EP
<b>9</b>	a	<b>Correspondence</b> <u>Mid Sussex Draft Site Allocations Development Plan Document - Regulation 18 Consultation</u> . The Site Allocations DPD forms part of the Mid Sussex District Plan 2014-2031, which was adopted in March 2018. Its preparation is in response to the requirement by the Planning Inspector to meet the residual housing and employment	Clerk

		needs up to 2031. Consultation period ends at midnight on 20 November 2019.	
	b	<u>Emails from residents of Theobalds Road regarding the above and its proposals to turn the Theobalds Road bridleway into an official cycle route between Burgess Hill and Haywards Heath.</u>	
	c	<u>Mid Sussex Design Guide - Consultation Draft Supplementary Planning Document (SPD) – consultation closes at midnight on 20 November.</u>	
	d	<u>Named PCSO for every local community – Sussex Police.</u>	
	e	<u>Introduction from the Lewes, Wealden and Eastbourne’s Rural Crime PCSO.</u>	
	f	<u>Neighbourhood Planning and community health and well-being.</u>	
	g	<u>Invitation to attend a CPRE Sussex Affordable Housing Seminar on Saturday 9th November 2019 from 10am until 2pm at Barnham Community Hall, Yapton Road, Barnham, PO22 0AY.</u>	
	h	<u>Concerns about speeding traffic on North Common Road.</u>	
	i	<u>Invitation to the Gatwick Airport Airspace &amp; Noise Management Board (NMB) annual public meeting to be held on 3<sup>rd</sup> December 2019 at the Hilton Hotel, South Terminal, Gatwick Airport.</u>	
	j	<u>Concerns about shipping container that has appeared on the edge of West Wood, Hundred Acre Lane, and the clearing of trees nearby.</u>	
	k	<u>Response from the Hospice regarding the Council’s query about fat going into the pumping station.</u>	
	l	<u>Consultation on proposals to increase council tax for empty and unfurnished homes in Lewes district – consultation closes 5pm, 31 December 2019.</u>	
	m	<u>Response to expression of concern re trees on North Common Road.</u>	
	n	<u>Letter of thanks from Wivelsfield Community Club for the recent provision of a grant.</u>	
<b>10</b>		<b>Items for Noting or Inclusion on Next Agenda</b>	
<b>11</b>		<b>Date of Next Meeting</b>	
	a	Monday 9 December 2019 – Parish Council Meeting	

\*comments to be with Lewes District Council by 1 November, but extension granted until 5 November.

\*\* comments to be with LDC by 8 November 2019

\*\*\*comments to be with LDC by 13 November 2019

\*\*\*\* comments to be with LDC by 19 November 2019