

		wifi at public meetings to assist with the checking of information etc. Wifi will shortly be available to hirers of the village hall, but provision at the Church Hall is not known.	about wifi at Church Hall.	LG
	h	<u>East Sussex ALC Spring Conference</u> , Tues 14 March, Hellingly, 9.30am-3.30pm.	SP & Clerk to go.	SP/
	i	<u>Littering and anti-social behavior in the Church Lane car park</u> – significant numbers of lager cans are being discarded in the car park on a regular basis. Signs to go up and situation to be monitored.	Signs to be put up.	LG LG
	j	<u>Letter of objection re LW/16/1000</u> (agenda item 6a) – a letter had been received objecting to the above planning application.		
5		Financial Matters		
	a	<u>To review and authorise cheques for payment</u> – the Council approved payment of thirteen payments totalling £6956.77. When reviewing the payments to be made, the Clerk made several recommendations for increasing/reducing current year budget figures, all of which were accepted by the Council. (Please see Clerk's report for further detail).	Agreed to make payments listed.	LG
	b	<u>To ratify the Council's decision to give a grant of £1100 to Wivelsfield Green Playgroup, under S137 (class 8) of the Local Government Act 1972.</u>	Grant approved.	LG
	c	<u>To consider a grant request submitted by the Village Day Committee.</u> Following some discussion, the Council resolved to provide a grant of £2000 towards Village Day. This is not to be considered a precedent for future years, as the grant funding must be applied for annually. The Village Day Committee will be asked to provide information about how the grant is spent.	To make a grant of £2k to Village Day.	LG
	d	<u>To consider Lewes Citizens Advice Bureau's (CAB) request for funding</u> – following the information received from the CAB at 4c, the Council resolved to make a donation of £200 immediately and to provide £200 in subsequent years' budgets.	To donate £200 to the Lewes CAB.	LG
	e	<u>To review and amend (as appropriate) the Council's budget for 2017/18</u> – the Council resolved to adopt the draft budget, subject to the addition of £500 for twinning. This gives a total budgeted expenditure for 2017/18 of £62,900, of which the majority will be funded by the precept, with the difference being covered by reserves.	To adopt the draft budget adding £500 for twinning.	
	f	<u>To set the precept for 2017/18</u> – the Council resolved to request a total precept of £58k, an increase of 0.9% on 2016/17 – the equivalent of 57p more per band D property for the year.	To request a precept of £58k.	
	g	<u>To confirm the engagement of Mulberry and Co as internal auditor for the 2017/18 financial year</u> – the Council resolved to re-appoint Mulberry & Co as internal auditors.	To re-appoint Mulberry & Co.	
		Village Sign The Chairman briefly suspended the business of the meeting in order to welcome Tom Carter, Blacksmith, who had brought a full size (partial) sign design and metalwork samples to show the Council. Tom explained that the sign will be made in nine parts, each bolted together. He anticipates that the sign itself will cost £980 and recommends that the Council allows up to a further £300 should it wish to have the sign galvanized and powder coated for a maintenance-free and long-lasting finish. Tom will bring the completed design to the next meeting and has asked that, in the meantime, the Council considers the colour(s) that it would like to be used. The Chairman thanked Tom for attending and resumed the business of the meeting.		
6		Planning Matters		
		New Planning Applications for Review		
	a	<u>LW/16/1000 - Manns Farm, North Common Road</u> – Change of use of an agricultural building (agricultural storage and lambing shed) to a residential dwelling house. o After considerable discussion, the Council resolved to submit a neutral response, as it felt that it did not have sufficient information to support or object to the plans. If however work was found to have started on the building, it would wish to see a retrospective application being completed.	To submit a neutral response.	LG

	<p>b <u>LW/17/0009 - 9 Shepherds Close</u> – replacement of side window with doors for Hastoe Housing Association.</p> <p>c <u>LW/17/0035 – Wivelsden Farm, North Common Road</u> – erection of farm building for storage of hay.</p> <p>d <u>LW/17/0005 – 34 Allwood Crescent</u> - Erection of two storey front and side extension (amendment to planning application LW/16/0457).</p> <p>Notice of Appeal</p> <p>e <u>APP/P1425/16/3165824 re: LW/16/0804 - Springfields, Ditchling Road</u> -erection of first floor extension.</p>	<p>To support the application.</p> <p>To support the application.</p> <p>To support the application.</p>	
7	<p>Report of Clerk</p> <p>a <u>To review, amend and re-adopt (as appropriate) the Council's Risk Register and Strategy</u> – agreed to re-adopt documents, subject to ensuring that it is clear that a reserve for election costs only needs to be topped up when it falls below £4k.</p> <p>b <u>Meeting with ESCC Highways to discuss forms of partnership working</u> - the meeting with Sam Neame (ESH) and Catherine Tipton (CostainsCH20) had been helpful in understanding what the new Highways contract offers. A big focus of the contract is 'social value' and all staff are given two days paid leave to volunteer. As such, if the Parish Council/community has anything that it would like doing, it may approach the social value team. Highways would also be happy to provide signage/cones for community events, provide traffic management for litter picks etc.</p> <p>c <u>Summary of visit to East Sussex Highways depot</u> – a useful visit getting to see the Highways Contact Centre and meet staff that cover our area.</p> <p>d <u>Village sign</u> – awaiting final design at next meeting.</p> <p>e <u>Feedback on the query re Manor Field School admissions</u> – Manor Field has spare capacity so could potentially accommodate children from the west of Wivelsfield Parish.</p> <p>f <u>Update on Church Lane car park clean up, littering and surface works</u> – a successful Clean-Up was carried out at the end of January, focussing on clearing overgrowth from around the car park. The Council would like to thanks Carola Godman Irvine for her help on the day and in arranging to have the resulting debris removed. Now that this work has been done, a contractor will be lined up to repair the car park surface. The second Community Clean Up of 2017 will be held on Sunday 2 April 2-4pm.</p> <p>g <u>Wivelsfield News</u> – content for the March edition is in hand. It has been pleasing to see more content being put forward by parish groups.</p> <p>h <u>Update on CIL payments that the Council may expect to receive to put towards infrastructure projects</u> – no info yet known re timescale for receiving CIL payments.</p> <p>i <u>Proposal to undertake a 'visioning' exercise outside of a council meeting in order to review the Council's priorities and develop forward-looking plans</u> – SSALC to be engaged to run this. Clerk to seek a selection of dates for councillors to choose between.</p> <p>j <u>Proposal to advertise for an admin assistant, in the light of growing responsibilities for the Parish Council and associated workloads</u> – the Council approved the addition of an assistant, the anticipated costs for which had been agreed in the budget. Clerk to look into the cost of using SSALC's recruitment service.</p> <p>k <u>To discuss the use of Working Groups</u> – Chairman to review existing groups. The Council agreed to the Clerk's proposal to have a CIL working group, to which will be invited representatives of the Management Committee and others who have expressed an interest in being involved. This group's initial meeting will be held on Wednesday 22 February.</p> <p>l <u>Prospective CIL receipts, assessment of priorities and project management</u> - the Clerk will circulate a collated list of the suggestions made by residents during the</p>	<p>Risk register to be re-adopted.</p> <p>To apply to Social Value Team for litter picks to be carried out on the B2112, South Road and North Common Road.</p> <p>SSALC to be asked to run visioning exercise.</p> <p>Recruitment of an assistant to the Clerk agreed.</p> <p>CIL working group to be set up and to meet on 22 February.</p> <p>To collage and circulate infrastructure</p>	<p>LG</p> <p>LG</p> <p>LG</p> <p>LG</p> <p>LG</p>

	m n o p q r s	<p>Neighbourhood Plan process. CIL group members are asked to add any other ideas to the list.</p> <p><u>To consider having the front of the War memorial planted with bulbs and/or bedding plants</u> – the present contractor would charge an around an additional £350 per year to plant and maintain this area with bedding plants. East Sussex Highways equally may be in a position to plant some bulbs for us, or it could be that a small group of residents would be willing to plant up the area.</p> <p><u>Grass cutting</u> – the dates of grass cuts were not yet available on East Sussex’s system, but the Clerk will put a note in the Wivelsfield News asking householders to pick up any rubbish from outside their houses, so that it doesn’t get diced and scattered further.</p> <p><u>Review of grit spreading on pavements</u> – the grit spreader itself was of limited success as the grit clumped up inside owing to its moisture content. However, the grit put out proved useful and was much appreciated by residents.</p> <p><u>Emergency and Winter Planning</u> – LG, MvB, ID and EP to review the existing Emergency Plan and pro-forma plan provided by AiRS,</p> <p><u>Conclusion of formal Leadership Programme</u> – the formal Leadership Programme has ended, but the group will continue to get together for networking, support and educational visits to other councils. It has been well worthwhile.</p> <p><u>Crash on the Royal Oak bend, 29 Jan 17</u> – despite the new 40mph speed limit, another accident occurred on the bend recently and has been flagged up with East Sussex County Council.</p> <p><u>Preparation for the Annual Parish Meeting on 23 March</u> – all in hand. A number of speakers have been arranged.</p>	<p>ideas.</p> <p>To wait and see if the area can be planted by East Sussex, or whether residents would be willing to take it on.</p>	
9	a b c d e	<p>Working Group Reports</p> <p>Communications Group</p> <p><u>Website</u> – no further updates.</p> <p>Asset & Planning Group</p> <p><u>Update on Bovis Planning Inquiry for land east of Ditchling Road</u> (if available) – awaiting decision date of 13 Feb.</p> <p><u>Feedback from the Planning Committee held Wed 1 Feb re development at Hole Farm</u> – the Committee refused the application for prior approval at Hole Farm.</p> <p><u>Update on Cala Homes Development, North Common Road</u> – MvB recently attended the first meeting since Andy De’ath had left. Andy’s successor is Nigel Johnson and will be our first point of contact alongside Paul Howick, Site Manager.</p> <p><u>Findings of the recent Asset Inspection</u> – not yet completed. Resend from.</p> <p>Community Development</p> <p>Twinning – on 17th June there will be a twinning ceremony in Sourcieux-les-Mines, as a part of an Anglo-French celebration including a ‘musical extravaganza’. Ideally, the organisers would like 6-10 Wivelsfield residents to go over for the event. The next twinning meeting will take place on 16th Feb at 7.30pm.</p>		
10	a b	<p>Items for Noting or Inclusion on Next Agenda</p> <p>a Cala</p> <p>b Bovis</p>		
11	a	<p>Date of Next Meeting</p> <p>Monday 6th March</p> <p>Annual Parish Meeting – Thursday 23rd March</p>		

The meeting closed at 10.10pm.

Accounts for Payment for the Parish Council Meeting of 6 February 2017

Accounts for consideration at the meeting:

Payee	Expenditure	Value	Total	Chq No
		£	£	
Lewes District Council	February play area inspection		18.00	100558
E Gander	February salary		1124.19	100559
East Sussex Pension Fund	Pension contribution Feb 2017		365.13	100560
EAC Software	Email hosting Feb 2017		36.00	100561
Bruce Cumner	Assembly of grit spreader and re-filling grit bins	52.80		100562
	Gritting pavements on 24 Jan	37.20	90.00	
The Cock Inn	Donation for use of office – Jan 2017		200.00	100563
Quality Garden Supplies	40x25kg bags of white de-icing salt		155.46	100564
E Gander	Travel to Leadership Course & Ringmer Depot for Highways Tour and meeting		20.16	100565
Ansty & Staplefield Parish Council	Share of Street Lighting Costs for Valebridge Road area		235.11	100566
Barcombe Landscapes	Recreation Ground & War Memorial Maintenance Jun-Aug 16	1464.86		100567
	“ Sept-Nov 16	1014.86	2479.72	
Wivelsfield Village Hall	Hire of Main Hall for Annual Parish Meeting – 23 March		33.00	100568
Lewes Citizens Advice Bureau	Donation		200.00	100569
Wivelsfield Village Day	Grant		2000.00	100570
Total			6956.77	