

Clerk: Mrs Liz Gander
Tel: 01444 471898



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

To Members of the Parish Council

You are summoned to attend a meeting of the Parish Council to be held in the **Church Hall, Church Lane**, on Monday 6 February 2016 at 8pm.

PLEASE NOTE THE NEW VENUE FOR MEETINGS IN 2017

Liz Gander (Clerk to the Council)

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 pecuniary interest from Councillors in respect of 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 the Parish Council meeting held Monday 9 January 2017	All councillors
4	To Discuss the Correspondence listed below and any other received in the intervening period a Provision of a defibrillator to Wivelsfield School, from Cala Homes. b Response to the Council's FOI request to Lewes District Council. c Details from the Lewes Citizens' Advice Bureau about local use of its services, with a view to deciding whether to provide some financial support. d Link to information about East Sussex County Council's 2017/18 budget. e East Sussex Pensions information. f Confirmation of use of Wivelsfield Village Hall's Outdoor Maintenance Grant. g Public wifi in Council meetings. h East Sussex ALC Spring Conference, Tues 14 March, Hellingly, 9.30am-3.30pm. i Littering and anti-social behavior in the Church Lane car park. j Letter of objection re LW/16/1000 (agenda item 6a).	Clerk
5	Financial Matters a To review and authorise cheques for payment. b 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. c To consider a grant request submitted by the Village Day Committee. d To consider Lewes Citizens Advice Bureau's request for funding.	Clerk

	e f g	To review and amend (as appropriate) the Council's budget for 2017/18. To set the precept for 2017/18. To confirm the engagement of Mulberry and Co as internal auditor for the 2017/18 financial year.	
6	a b c d e	<p>Planning Matters To consider the applications below, alongside any others received in the intervening period</p> <p>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.*</p> <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 e <u>APP/P1425/16/3165824 re: LW/16/0804 - Springfields, Ditchling Road</u> - erection of first floor extension.</p>	All councillors
7	a b c d e f g h i j k l m n o p q r s	<p>Report of Clerk</p> <p>a To review, amend and re-adopt (as appropriate) the Council's Risk Register and Strategy.</p> <p>b Meeting with ESCC Highways to discuss forms of partnership working.</p> <p>c Summary of visit to East Sussex Highways depot.</p> <p>d Village sign.</p> <p>e Feedback on the query re Manor Field School admissions.</p> <p>f Update on Church Lane car park clean up, littering and surface works.</p> <p>g Wivelsfield News.</p> <p>h Update on CIL payments that the Council may expect to receive to put towards infrastructure projects.</p> <p>i Proposal to undertake a 'visioning' exercise outside of a council meeting in order to review the Council's priorities and develop forward-looking plans.</p> <p>j Prospective CIL receipts, assessment of priorities and project management</p> <p>k Proposal to advertise for an admin assistant, in the light of growing responsibilities for the Parish Council and associated workloads.</p> <p>l To discuss the use of Working Groups.</p> <p>m To consider having the front of the War memorial planted with bulbs and/or bedding plants.</p> <p>n Grass cutting.</p> <p>o Review of grit spreading on pavements.</p> <p>p Emergency and Winter Planning.</p> <p>q Conclusion of formal Leadership Programme.</p> <p>r Crash on the Royal Oak bend, 29 Jan 17.</p> <p>s Preparation for the Annual Parish Meeting on 23 March.</p>	Clerk
8	a b c d	<p>Working Group Reports <u>Communications Group</u></p> <p>a Website</p> <p><u>Asset & Planning Group</u></p> <p>b Update on Bovis Planning Inquiry for land east of Ditchling Road (if available).</p> <p>c Feedback from the Planning Committee held Wed 1 Feb re development at Hole Farm, Nursery Lane.</p> <p>d Update on Cala Homes Development, North Common Road.</p>	LG/SP

	e f	Findings of the recent Asset Inspection. <u>Community Development</u> Twinning	
9		Items for Noting or Inclusion on Next Agenda	All
10		Date of Next Meeting Monday 6 th March Annual Parish Meeting - Thursday 23 March	

*Comments to be with Lewes District Council by Fri 27 Jan 17

**Comments to be with LDC by 10 February 2017

**** Comments to be with LDC by 24 February 2017