

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 7 October 2019** at 8pm.

Liz Gander (Clerk)

1 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

Agenda Item	Description	Responsibility
1	Apologies for Absence	
2	Declarations of Members' Interests	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	
3	To Approve the Minutes of:	All councillors
a	The Parish Council Meeting held 9 September 2019	
4	Planning Matters	All councillors
	To consider the Planning Applications below and any others received between the publication of this agenda and the meeting.	
a	<u>LW/19/0628 - Home Farm, Slugwash Lane</u> - 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 pigstys.*	
b	<u>LW/19/0629 - Home Farm, Slugwash Lane</u> - Conversion of redundant general farm buildings and pig buildings (Building B) to form a 3 bedroom dwelling including formation of a new link corridor.*	
c	<u>LW/19/0657 - Uplea, Green Road</u> - Erection of a single dwelling along with associated access, parking and hard/soft landscaping.**	
d	<u>LW/19/0634 - Coldharbour Cottage Hundred Acre Lane</u> - Conversion of existing potting shed and greenhouse to ancillary residential accommodation.****	
e	<u>LW/19/0659/CD - The Rosery, Valebridge Road</u> - Proposed discharge of Condition 9 (Tree Protection) Relating to approval LW/17/0826.*****	
	Tree Works Consultation	
f	<u>TW/19/0072/TPO - Fernlea, Theobalds Road</u> - Proposed works to reduce 2 limbs on an Oak tree over the rear of the garden by 2m and to thin tree by 20%. To reduce Hawthorn, coppice Hazel, cut back Holly, remove 2 self-seeded Hazels in the rear Garden.***	
	Notice of Planning Permission Received (for information only)	
g	<u>LW/19/0499 - Winters Farm Courtyard, North Common Road</u> - erection of front porch.	
h	<u>LW/19/0436 - Twin Oaks, Valebridge Road</u> - Demolition of existing redundant outbuildings / storage and erection of ancillary	

	i	accommodation to existing dwelling. <u>LW/19/0555 – 3 Rose Walk</u> - Erection of a two-storey side extension.	
	j	Other Planning Matters <u>Springfield Industrial Estate</u> – update if available.	
	k	<u>Charters Gate Way</u> – update re ongoing smell of sewage.	
5		Financial Matters	Clerk
	a	To review and authorise cheques for payment.	
	b	To review and monitor CIL expenditure to date on the Village Hall Improvement Project.	
	c	Confirmation and findings of the in-house audit checks and review of bank reconciliations.	
	d	To note the contents of the quarterly financial statements.	
	e	Confirmation of conclusion of audit for the 2018-19 Annual Return.	
	f	To discuss and approve (if appropriate) the cost of removing the fly tipping at the edge of West Wood.	
	g	To approve costs of replacing the frayed rope sections of the large climbing structure at the children’s playground.	
6		Policies & Procedures for Review	
	a	To review and adopt the new model Financial Regulations.	
	b	To review and adopt the updated Risk Assessment Schedule.	
7		Report of Clerk	Clerk
	a	Village Hall improvement project update.	
	b	War memorial maintenance.	
	c	Maintenance of children’s play area.	
	d	Red telephone box.	
	e	To note the legal advice given about an item thought to have been incorrectly recorded in the April minutes.	
	f	CCTV scheme.	
	g	Temporary flashing speed sign.	
	h	Allotments.	
	i	To consider the approach the Council wishes to take re cyber security and whether it would wish to seek Cyber Essentials accreditation.	
8		Reports from Councillors	
	a	Proposal for the Council to make it a standard response when reviewing an application for new developments or significant extensions, that the applicants should provide an electric charging point.	EP
	b	Remembrance Day service preparations.	ID
	c	Fly tipping on the drovers’ road.	EP
9		Correspondence	Clerk
	a	Letter from the Council’s payroll provider regarding a small uplift in fees from April 2020.	
	b	Email from Maria Caulfield passing on a teenage resident’s request for an older teenage youth group and improvements to the basketball court and hoop.	
	c	Offer of a small oak tree for planting.	
	d	Request for support for a CPRE campaign, ‘brownfield first’.	
	e	Invitation to attend the Action in Rural Sussex AGM, Thurs 17 Oct, 5.30pm, Buxted Park Hotel.	
	f	Concern about tall trees on North Common Road.	
10		Items for Noting or Inclusion on Next Agenda	
11		Date of Next Meeting	
	a	Monday 4 November 2019 – Parish Council Meeting	

*comments to be with Lewes District Council by 11 October 2019

** comments to be with LDC by 18 October 2019

*** comments to be with LDC by 11 October 2019

**** comments to be with LDC by 22 October 2019

***** comments to be with LDC by 24 October 2019