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Wivelsfield Village Hall
Eastern Road
Wivelsfield Green
RH17 7QG

To Members of the Parish Council

You are summoned to attend the **Annual Meeting of the Parish Council** to be held on **Monday 19th May 2025** at **7pm**, at the **Renshaw Room, Wivelsfield Village Hall**, Eastern Road, Wivelsfield Green, RH17 7QG.

Members of the public are welcome to attend all meetings and to participate in the Public Forum if required.

Liz Gander (Clerk)

Agenda

Agenda Item		Description
1		Election of Chair
2		Election of Vice-Chair
3	a	Apologies for Absence To note any apologies for absence from this meeting
4	a b	Declarations of Members' Interests To receive declarations of interest from Councillors on items on the agenda To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests
5		Public 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.
6	a	To Approve the Minutes of: The Parish Council meeting held 7 th April 2025
7	a b c d e f	To Review the Following Policies & Other Documents Standing Orders Financial Regulations Code of Conduct Asset Register Risk Management Strategy Risk Register
8	a b c d	To Note & Review the Following: Insurance arrangements Annual subscriptions Use of direct debits Date & times of meetings for this Council year

9	a b c	Appointment of Representatives to Outside Bodies Lewes District Association of Local Councils (1) East Sussex Association of Local Councils (2) Wivelsfield Village Hall Management Committee (2)
10	a b c d e f g h i j k l m	Planning Matters To consider the new applications listed below and any others received between the publication of this agenda and the meeting a <u>LW/25/0211 – Cumbria, Green Road</u> – demolition of garage, proposed two-storey side extension, single-storey rear extension and fenestration alterations (resubmission). Case Officer: James Emery. Comments due by 12 th May (but extension sought until after this meeting). b <u>LW/25/0165 - Brook Lodge, Theobalds Road</u> - Erection of 1no. dwelling house with detached garage, associated access and landscaping. Case Officer: Ella Rigluth. Comments due by 20 th May. Tree Works Application for Consideration c <u>TW/25/0044/TPO - Baldocks Garage, Ditchling Road</u> - T006 - Oak - Crown Lift to provide vehicle clearance to 5m, and removal of large diameter deadwood. T009 - Ash - Fell due to Ash dieback condition. (Case Officer: Mark Pullen). Consultation deadline 28 th May. d Notice of a Draft Tree Preservation Order for Land South of Green Road Any comments to be with Rebecca Hutchinson by 18 th June Planning Applications Approved by Lewes District Council (LDC) (for information only) e <u>LW/25/0120 - 8 Coppards Close</u> - Removal of existing rear conservatory, double hip to gable roof extension, rear dormer and loft conversion. f <u>LW/25/0121 – 6 Farncombe Close</u> - replacement of conservatory with single storey rear extension. g <u>LW/24/0539 – Land at Ote Hall Farm, Janes Lane</u> - habitat creation and associated enhancement works to comprise creation of offsite BNG site. h <u>LW/25/0176 – Park Farm, Hundred Acre Lane</u> - Construction of agricultural barn for manure storage. i <u>LW/25/0056 – Cads, Valebridge Road</u> - Erection of freestanding car port with integral cycle and refuse and recycling storage. Tree Works Application Approved by LDC (for information only) j <u>TW/25/0016/TPO – Theobalds Farm, Theobalds Road</u> - T2 - Oak - Crown reduction by 2m and crown lift by 5m. Notice of Planning Appeals Allowed (for information only) k <u>LW/23/0631 - Land and buildings adjacent to Ham Cottage, Slugwash Lane</u> - Change of use and erection of 2no. dwellings, demolition of outbuildings and structures, partial demolition of stables, with associated landscaping including remodelling of existing sand school and repositioning of two partially retained stables. (Appeal Ref: APP/P1425/W/24/3348808). The appellant has also been awarded costs in this case. l <u>LW/24/0707 - Springbank, Slugwash Lane</u> - Hipped to gable roof extension with raising of roof pitch, addition of two storey side extension and alterations to existing rear fenestration. (Appeal Ref: APP/P1425/D/25/3361523) Notice of Appeal Refusal (for information only) m <u>LW/23/0344 – Land Adjacent to Magpie Ridge, South Road</u> - To regularize the land currently being used as part of a contracting business - Class B2/B8. (Appeal Ref: APP/P1425/X/23/3335945)

		<p>Other Planning Matters</p> <p>n To note any updates from the South Road or Ditchling Road developments</p> <p>o Progress in arranging a meeting with Cala Homes to discuss the allotments, community orchard and play area at the Ditchling Road site</p> <p>p To consider updating the Neighbourhood Plan, in line with advice from Troy Planning</p> <p>q To consider Troy Planning's proposal for support with future speculative planning applications</p> <p>r To receive a verbal report from a meeting held with the Case Officer, about the proposed development for 150 homes south of Green Road</p> <p>s Update on attempts to arrange a meeting with Planning Officers to discuss speculative development in Wivelsfield</p>
11	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p> <p>g</p> <p>h</p> <p>i</p>	<p>Financial Matters</p> <p>To approve this month's payments and to note and ratify items paid since the last meeting</p> <p>To sign off the bank reconciliations for the period Jan – April 2025</p> <p>To note receipt of Community Infrastructure Levy funds (CIL) of £14,690.27, for LW/23/0288 and LW/19/0827</p> <p>To ratify the informal agreement made at the last meeting to contribute up to £200 towards VE day commemoration events being organised by a resident</p> <p>To ratify the choice of wooden lectern boards for displaying the village maps</p> <p>To agree a style of map for the Church Lane car park</p> <p>To discuss and agree (if possible) a guide sum for the development of further facilities at the green, to enable illustrative plans to be drawn up, as a basis for community consultation</p> <p>To consider the offer of purchasing a 3 year extended warranty for the temporary SID, at a cost of £597 (one-off) & VAT, or three annual payments of £199 & VAT</p> <p>To agree the quote for replacing the bridge from Green Park Corner to the green</p>
12	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p> <p>g</p>	<p>Clerk's Report</p> <p>To advise the Council of work for which quotes are being sought, arising from the Annual Play Area Inspection, as discussed with HM & NS</p> <p>Update re temporary SID sites</p> <p>Green Road bus shelter</p> <p>Football wall & basketball court update</p> <p>Report from Highways regarding the Community Match Appraisal for South Road and update on the Community Match scheme.</p> <p>To discuss whether or not the Council wishes to have another annual play area inspection done this year, given that last year's was delayed until this February.</p> <p>Reminder of the Highways meeting to be held on 28th May</p>
13	<p>a</p> <p>b</p> <p>c</p>	<p>Reports from Parish Councillors</p> <p>Website update (DC/JK)</p> <p>To receive verbal feedback from the planning training session attended on 28th April (HM)</p> <p>To receive a verbal report about the Annual Parish Meeting (HM)</p>
14		<p>Reports from District & County Councillors, MP & PCSO</p> <p>To note any written reports received prior to the meeting</p>
15	<p>a</p> <p>b</p> <p>c</p>	<p>Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting</p> <p>Concerns expressed about dogs in play area</p> <p>Request for an update on work to improve the basketball court and the request for a pump track at the green.</p> <p>Draft East Sussex Freight & Rail Strategy consultations. Consultations close 30 June 2025.</p>

	d	Consultation on future of local government . Consultation ends 23 June
16		Items for Noting or Inclusion on Next Agenda
17	a	Date of Next Meetings Parish Council Meeting – 2 nd June 2025
18	a	Staffing Matters <u>Exclusion of the Press and Public</u> - by virtue of the confidential nature of the business to be transacted, the Council may resolve to exclude the press and public for this items (Public Bodies - Admission to Meetings - Act 1960) To discuss pension arrangements