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Parish Council Office
Wivelsfield Village Hall
Eastern Road
Wivelsfield Green
RH17 7QG

To Members of the Parish Council

You are summoned to attend a **Parish Council Meeting** to be held on **Monday 1st August 2022 at 7pm**, at the **Renshaw Room, Wivelsfield Village Hall**, Eastern Road, Wivelsfield Green, RH17 7QG.

Liz Gander (Clerk)

27th July 2022

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 To note any apologies for absence from this meeting.	
2	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	All councillors
3	To Approve the Minutes of: a The Parish Council Meeting held 6 th June 2022 b The Extra-ordinary Meeting held 27 th June 2022	All councillors
4	Planning Matters To consider the Planning Applications below and any others received between the publication of this agenda and the meeting a <u>DM/22/2272 - Land At Hurst Farm, Hurstwood Lane</u> - Outline application with all matters reserved for the erection of up-to 375 new homes, a two-form entry primary school, burial ground, allotments, open space with associated infrastructure, landscaping and parking areas. (Case Officer: Steven King)* b To consider the Tree Works Application below: <u>TW/22/0057/TPO - 2 Charlwood Gardens</u> - Works at 2 Charlwood Gardens- cut back Ash tree, 2 x Sycamores and 1 Oak tree to fence line and reduce by up to 3 metres to allow light in to garden and house. Works at 4 Charlwood Gardens- cut back Sycamore and Oak tree to fence line and reduce height by up to 3 metres, to allow light into garden and house. Works at 10 Charlwood Gardens- cut back Oak tree, reduce height by up to 3 metres. Coppice Hazel at 2 feet. Fell dead Hawthorn, to allow light in to garden and house. (Case Officer: Nick Jones)**	All councillors

	c	To ratify the submission of comments in respect of the planning applications below, submitted since the last meeting: <u>LW/22/0381 – Nettles, Green Road</u> - Demolition of existing attached residential garage, replacement with new attached single storey clinic on garage footprint. (Case Officer: Rita Burns)	
	d	<u>LW/22/0411 – 12 Blackmores</u> – rear dormer and 3 no. front roof lights. (Case Officer: James Emery)	
	e	<u>LW/22/0421 - Land Adjacent To Kiln Cottage, Coldharbour Farm, Hundred Acre Lane</u> - Erection of 2 no. detached dwellings with car parking and associated works (re-submission of planning ref: LW/21/0192)	
	f	Notice of Planning Permission Received (for information only) <u>LW/22/0270 - 1 Park View South Road</u> - Hip to gable end side extension with installation of rear dormer and 2no front rooflights	
	g	Other Planning Matters To ratify submission of further comments to the Planning Inspectorate, re Appeal APP/P1425/W/22/3299370	
	h	Inquiry process for the above appeal	
	i	Enquiry about co-ordinating attendance for the Inquiry Hearing	
	j	Letter from the agent for the recent Bee Tree Vineyard application	
5	a	To Review the Following Policies & Other Documents Information Security Incident Policy	All councillors
	b	Internet & Email Usage Policy	
	c	IT Security Policy – Councillors	
	d	IT Security Policy – Staff	
	e	Pensions Discretion Policy	
	f	Privacy Notice - Staff	
	g	Social Media Policy	
	h	Grants Policy	
6		Financial Matters <u>General Finance</u>	All councillors
	a	To ratify payment of July's invoices and items of expenditure.	
	b	To review and authorise new items for payment.	
	c	To review the first quarter's financial statements.	
	d	To review and sign off the bank reconciliations for quarter one.	
	e	Request for donation from the Kent, Surrey & Sussex Air Ambulance.	
	f	CPRE annual subscription request.	
	g	To consider a donation for the Monday Group, which does a lot of work to maintain stiles and footpaths around Wivelsfield.	
	h	To review and approve the cost of tree works at the green.	
7		Clerk's Report	Clerk
	a	Actions list	
	b	Distribution of defibrillator cabinet codes	
	c	Minor Repairs	
	d	Temporary SID	
	e	Visioning Exercise	
	f	Resilience and Support Plan	
8		Reports from Councillors	
	a	West Wood	ID
	b	Feedback from the recent ESALC Chairs' forum	ID

	c d e	Damage to kerb on Green Road To consider how to attract new councillors to fill the vacant seats Feedback from an inter-council meeting to discuss local planning appeals	ID HM HM
9	a b c d e f g h i j k l m n o	Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting Email regarding various matters around the village. Thanks from residents of Downscroft. Fly posting on the new telephone box book exchange and request to have an anti-fly posting sign made. Notification of the Mid Sussex Site Allocations Development Plan Document: Inspector's Report. Notification that Mid Sussex adopted its Site Allocations Development Plan Document on 29 th June 2022. Failure to receive notification of the planning appeal for South Road. Invitation to pass comments on sites presented in the LDC Land Availability Assessment to LDC via the Head of Planning. Government response to the Levelling Up, Housing and Communities Select Committee Report on the Future of the Planning System in England. Transport for the South East – consultation on draft Strategic Investment Plan. Response to East Sussex Highways to a request for bollards at the end of Slugwash Lane. Community Safety Grants. Newick Parish Council response to the LDC Issues & Options report. Update from Maria Caulfield MP re planning legislation. NALC consultation on short-term holiday lets. Email and report from the Burwash Common and Weald Residents' Association re the state of the roads in East Sussex.	Clerk
10		Items for Noting or Inclusion on Next Agenda	All
11	a	Dates of Next Meetings Monday 5 th September 2022 – Parish Council Meeting	
12		Staffing Matters Exclusion of the Press and Public By virtue of the confidential nature of the business to be transacted, the Council may resolve to exclude the press and public for the following items (Public Bodies - Admission to Meetings - Act 1960).	

*Comments to be with Mid Sussex District Council (LDC) by 4th September (extension granted to the Council until 6th)

** Comments to be with LDC by 5th August 2022