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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 2nd June 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	a	Apologies for Absence To note any apologies for absence from this meeting
2	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
3		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.
4	a	To Approve the Minutes of: The Annual Meeting of the Parish Council held 19 th May 2025
5	a b c d e	Planning Matters To consider the new application listed below and any others received between the publication of this agenda and the meeting <u>LW/25/0286 – Land North of North Common Road</u> - Erection of 27no. dwellings (including 40% affordable), access, landscaping, open space and other associated infrastructure. (Case Officer: James Smith). Consultation deadline 24 th June. Planning Applications Approved by Lewes District Council (LDC) (for information only) <u>LW/25/0182 - Ham Cottage, Slugwash Lane</u> - Single storey rear extension and first floor rear dormer. Other Planning Matters To note any updates from the South Road or Ditchling Road developments Progress in arranging a meeting with Cala Homes to discuss the allotments, community orchard and play area at the Ditchling Road site Update on attempts to arrange a meeting with Planning Officers to discuss speculative development in Wivelsfield

	f	To discuss and agree whether or not a representative from Troy Planning should attend the meeting above alongside Parish Council representatives
	g	To note feedback from the barrister that reviewed the Council's LW/24/0820 submission
6		Financial Matters
	a	To note the report from the year end internal audit.
	b	To review the effectiveness of internal audit.
	c	To resolve to continue to use Mulberry Local Authority Services for internal audit services for the forthcoming year.
	d	To review and sign the Financial Statements for the year ended 31 March 2025.
	e	To review, approve and sign Section 1 of the Annual Return - the Annual Governance statement.
	f	To review, approve and sign Section 2 of the Annual Return – Accounting Statements.
	g	To note the forthcoming publication of a Notice of Electors' Rights.
	h	To approve this month's payments and to note and ratify items paid since the last meeting
7		Clerk's Report
	a	To discuss and agree a brief policy on which members have access to the new PC website and the type of updates, additions and changes that people can make
	b	Information from the Clerk's Networking Day held on 22 nd May, including:
	i	Resilience planning
	ii	Community Led Housing and community land trusts
	c	HR support and policies
8		Reports from Parish Councillors
	a	Website update (DC/JK)
	b	Feedback from the Strengthening Local Relationships (SLR) meeting held on 28 th May (SM/HM)
	c	Feedback from a Community Infrastructure Working Group meeting held 22 nd May
	d	To agree publicity for the Parish Council's stall at Village Day (JK)
	e	Map project update (DC/LG)
	f	To consider recruiting a general assistant and to discuss job role, hours and rates of pay
9		Reports from District & County Councillors, MP & PCSO
		To note any written reports received prior to the meeting
10		Correspondence - to review the items received between the publication of the agenda and the meeting
11		Items for Noting or Inclusion on Next Agenda
12		Date of Next Meetings
	a	Parish Council Meeting – 7 th July 2025
13		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)
	a	To discuss pension arrangements