

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 virtual Parish Council meeting to be held on **Monday 7th June 2021 at 7.30pm**, at Wivelsfield Church Hall, Church Lane, Wivelsfield, RH17 7RD.

Liz Gander (Clerk)

2 June 2021

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 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	All councillors
3 a b	To Approve the Minutes of: The Parish Council Meeting held 4 May 2021 The Extra-ordinary Meeting held 17 May 2021	All councillors
4 a b c d	Planning Matters To consider the Planning Applications below and any others received between the publication of this agenda and the meeting. <u>LW/21/0143 - Rogers Farmhouse, Ditchling Road</u> - Timber Stair in place of the existing steel spiral staircase, extended roof covering over the proposed stair, double doors with Juliette Balcony to replace the existing window, Garden Room/Gazebo. <u>LW/21/0250 - Nuggets, Valebridge Road</u> - Variation of condition 1 (plans) in relation to planning approval LW/18/0566 to allow for changes to the /layout of the approved house type.** (Case officer: Tom Bagshaw). Notice of Refusal (for information only) <u>LW/20/0868 - Clearview, Nursery Lane</u> - Demolition of existing workshop / builders yard and erection of 2 storey detached 4 bed dwelling with 2 bay carport. Other Planning Matters To discuss and agree feedback on the draft community consultation questions and scope, provided by the agent promoting the land east of the B2112 for development.	

	e	To discuss whether to approach Lewes District Council regarding a number of apparent breaches of planning, and their seeming failure to take action.	
5		Financial Matters	
	a	To review and authorise items for payment, (including ratification of clerk's overtime).	
	b	To review bank reconciliations for the period February – April 2021, including the year end bank reconciliation as at 31 March 2021.	
	c	To note the report from the year end internal audit.	
	d	To review the effectiveness of internal audit.	
	e	To resolve to continue to use Mulberry and Co for internal audit services for the forthcoming year.	
	f	To review and sign the Financial Statements for the year ended 31 March 2020.	
	g	To review, approve and sign Section 1 of the Annual Return - the Annual Governance statement.	
	h	To review, approve and sign Section 2 of the Annual Return – Accounting Statements.	
	i	To note the forthcoming publication of a Notice of Electors' Rights.	
	j	To approve a recommendation from East Sussex Highways to replace concrete lighting column D and lantern in Strood Gate, at a cost of £1686.06.	
	k	To consider a grant request from the Monday Group.	
	l	To ratify the Council's decision about whether to support the 'Wivelsfield's Big Party' community event.	
	m	To consider whether the Council would wish to purchase a silhouette of a soldier for use at the Remembrance Day service.	
	n	To consider the cost of moving a dog bin on Eastern Road, as discussed at a previous meeting.	
6		To Review, Update as Necessary and Re-Adopt the Following Policies & Other Documents	
	a	Code of Conduct	
	b	Dismissal & Disciplinary Procedure	
	c	Document Retention Policy	
	d	Filming & Recording of Meetings Policy	
	e	Grievance Procedures	
	e	Health & Safety Policy	
	g	Online Banking Procedures	
7		Clerk's Report	
	a	Update on phone box/book exchange project.	
8		Reports from Councillors	
	a	<u>Neighbourhood Plan review</u> – to note the feedback from Lewes District Council and to review whether any changes need making to the Review document in light of comments made.	RM
	b	Feedback from the local Focus Group held with a representative of the Police & Crime Commissioner.	HM
	c	Update on West Wood following the meeting held with the land owner and East Sussex Rights of Way.	ID/RM
	d	To discuss initial plans for Remembrance Sunday.	ND
9		Village Hall Improvement Project	
	a	Update.	Clerk

10	a b c d e f g	Correspondence LANTRA basic tree inspection courses. Responses from Lewes District Council and East Sussex Highways regarding road safety initiatives proposed at the May meeting. Resumption of The Conservation Volunteers activities. Response from Highways re requests and queries put to them. Invitation to submit questions for a bi-annual meeting with the Chief Constable of Sussex Police and the Sussex Police & Crime Commissioner (by 25 June). Invitation to attend ESALC councillor and chairman training sessions. Complaint about pheasants.	Clerk
11		Items for Noting or Inclusion on Next Agenda	All
12	a	Date of Next Meeting Monday 28 th June 2021– Parish Council Meeting	

*Comments to be with Lewes District Council by 11th June 2021

**Comments to be with LDC by 29 June 2021