



Minutes of the Parish Council Meeting Held Monday 16th January 2023

7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item		Description	Resolved
Present:		Parish Councillors I Dawson (Chair), H Martin (Vice-Chair), I Haffenden, D Cumberland and C Broad. County Councillor Milligan, District Council Bikson and Liz Gander (Clerk).	
Open Forum:		County Councillor Milligan advised that he has reported some of the potholes along Green Road.	
1	a	Apologies for Absence Parish Councillors Sue and Richard Morris had sent their apologies as they were away.	Apologies accepted.
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	None noted.
3	a	To Approve the Minutes of: The Parish Council Meeting held 12 th December 2022	Agreed & signed.
4	a b c d	Planning Matters <u>LW/23/0006 – Edgewood, South Road</u> - Installation of roof light to front roof slope and rear roof slope. Notices of Refusal (for information only) <u>LW/22/0658 – Edgewood, South Road</u> - 1no Rear Dormer with two rooflights to front roof slope. <u>LW/22/0289 – Kelowna, 94 Valebridge Road</u> - Use of Annex as a Separate Dwelling House. Other Planning Matters <u>Land East of Ditchling Road Appeal</u> – to ratify the speech read out by the Chair on behalf of the Parish Council at the Hearing and to receive feedback on the Hearing from those present. The Chair had circulated a draft version of his speech for the Inquiry prior to the Hearing started and had incorporated comments from other members. The Council ratified the content of the statement. It was felt that the Inquiry Hearing had gone as well as those present would have hoped, but it remains to be seen what the Inspector's report will say.	To submit a neutral comment. Ratified.

	e	Springfield Industrial Estate – a representative of the Guinness Partnership had advised that this application had been protracted owing to Lewes District Council asking for further plans and information on ecology, trees, highways and major changes to the drainage approach. They said that they have been challenged in terms of what they can fit on the site, owing to matters like a greatly changed drainage strategy and therefore would not be able to accommodate allotments as the Parish Council had hoped.	
5		Financial Matters <u>General Finance</u> a <u>To approve items of expenditure</u> – the Council approved payment of four items totalling £882.71 paid since the last meeting and a further fifteen items totalling £4953.80. b <u>To sign off the bank reconciliations for July – Nov 2022</u> – these were signed by a member at the end of the meeting. c <u>To update the Council's bank mandates for the Co-op and Barclays accounts</u> – it was agreed to update the signing authority for the Council's bank accounts to add Councillors Cumberland and Broad. d <u>To review the information provided by the Hall's Management Committee regarding a caretaker</u> – the Management Committee is exploring various options, but had not yet provided the information requested at the last meeting. e <u>To agree the budget for 2023/24</u> - the budget was agreed. f <u>To agree the precept to be requested for 2023/24</u> – it was agreed to request a precept of £122,120 from Lewes District Council. This equates to the Parish Council element of the Council Tax being around £99.18 for the year, for a band D property. g <u>To discuss requests for additional grit bins</u> – following the impact of the prolonged period of snow and ice towards the end of last year, the Parish Council agreed to purchase three additional grit bins, subject to East Sussex Highways approving the proposed locations of: Hundred Acre Lane, Slugwash Lane and Church Lane (near the car park and church). h <u>Request for items for maintenance of the drovers' road</u> (bridleway between North Common Road and South Road) – the Council agreed to purchase a manual leaf grabber, for use around the parish, which will be kept in the Council garage.	Payments approved. Agreed & signed. New Council members to be added. Budget agreed. Precept agreed. Council approved purchase of three additional grit bins. Agreed to purchase leaf grabber.
6		Clerk's Report a <u>Actions list</u> – clerk to chase contractor for Church Lane car park. b <u>To agree a date and format for this year's Annual Parish Meeting</u> – a preference for 14 th March was expressed if the Village Hall is available. Clerk to confirm. c <u>To agree meeting dates for the 2023-24 Council year</u> – meeting dates for the Council year running May 2023 - April 2024 were agreed (see Appendix B). d <u>Warm hub</u> – whilst the Hall's Management Committee supported the principle of a warm hub, the concern would be finding people to supervise sessions and whether demand would exist to justify it. It was agreed that the idea is good, but in practical terms, the benefits of having a session or two a week might be minimal, particularly if, for example, the timing of these did not coincide with a particularly cold spell of weather. e <u>Allotments</u> – with the Guinness Partnership having confirmed that there will be no space for allotments on the Springfield Industrial Estate site, the	Clerk to confirm date. Meeting dates agreed. Clerk to approach St George's.

	f	Council will approach St George's to see whether they might be willing to make some land adjacent to Dumbrell's Cottages available for allotments.	To be discussed next month.
	g	<u>Emergency planning</u> – a date for an emergency planning meeting will be agreed at the February Parish Council meeting. <u>Queen's Green Canopy</u> – digital map. Whilst the Council had previously agreed not to install commemorative signs, by the two new trees planted at the green, it agreed to have the trees listed as part of the Queen's Green Canopy initiative if there is no cost to doing so.	Trees' inclusion on map agreed.
7	a	Reports from Councillors <u>Feedback from the Village Hall Management Committee held in December</u> – the Committee had talked about the pros and cons of a cleaner versus caretaker arrangement. The potential for a warm hub was considered, as was the possibility of a community garden and footpath around the green. Whilst the community garden idea was supported, with it being suggested that this could go along the top edge of the green, there were objections to the proposal of a perimeter path.	
	b	<u>Village Day 2023</u> – there are now approximately ten people on the Village Day Committee/willing to be involved in preparation for Village Day, which will be held on Saturday 15 th July. The Chair noted appreciation that James, Cameron and Chloe who have been organising it in recent years are staying on and expressed surprise at the large number of activities and plans required in preparation for the event.	
8	a	Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting East Sussex Pension Fund 3-year valuation – indicative employer contribution rates – response required by 20 th Jan.	Council happy with funding rate.
	b	Levelling-up and Regeneration Bill: reforms to national planning policy – consultation. Consultation period ends at 11.45pm on 2 nd March. Council to hold a working group meeting on 9 th February, to discuss its submission to the consultation.	Working group meeting agreed.
	c	Email from Maria Caulfield, including a letter sent to MPs re item 8a above.	Noted.
	d	Provisional local government finance settlement 2023 to 24.	Noted.
	e	Report from Maria Caulfield MP.	Noted.
	f	Letter from the East Sussex County Council Lead Member for Transport and the Environment, about road conditions currently and what action the County Council is taking to address issues as quickly as possible.	Noted.
9	a	Items for Noting or Inclusion on Next Agenda Clarification around ownership of Village Hall.	
	b	Village Day grant application.	
10	a	Date of Next Meeting Monday 6 th February 2023 – Parish Council Meeting	

The meeting closed at 8.34pm.

Accounts for Payment for the Meeting of 16th January 2023

Items Paid Before the Meeting for Ratification

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
The Monday Group	Donation towards bridleway improvement works adjacent to Bethel Chapel		500.00	Online 13.12.22	694
E Gander	Reimbursement for purchase of vacuum cleaner for office		180.00	Online 13.12.22	695
Kevin Kelly Engineering	Refilling of grit bins		50.00	Online 20.12.22	696
BT	Quarterly phone & broadband		152.71	Direct Debit 31.12.22	697
Total			882.71		

New Items Approved for Payment

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Salaries	Jan 23		2305.11	Online	698
East Sussex Pension Fund	Pension contributions Jan 23		865.73	Online	699
Lewes District Council	Outdoor Gym & Play Area Inspection Jan 23		36.00	Online	700
Lewes District Council	Quarterly litter bin emptying 1 Jan – 31 March '23		54.29	Online	701
Lewes District Council	Quarterly litter bin emptying 1 Jan – 31 March '23		655.20	Online	702
Lewes District Council	Charters Gate Way Dog Bin Emptying Jan 23		93.60	Online	703
Lewes District Council	Litter bin emptying pavilion and car park – December 22		33.60	Online	704
Transparency Solutions Ltd	Dec 2022 Office 365 Subscription		38.28	Online	705
Sage UK Ltd	Jan 23 Sage 50 Accounts subscription		86.40	DD	706
Trident Computers UK Ltd	IT contract Feb 23		60.60	Online	707
Wivelsfield Village Hall	Renshaw Room hire for 2 x meetings re Ditchling Road planning appeal		60.00	Online	708

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
Sussex Tree Surgeons	Planting of two new beech trees on green		438.00	Online	709
GeoXphere Ltd	Parish Online mapping system subscription		81.00	Online	710
ESALC	New Councillor Training for Councillors Broad and Cumberland		96.00		711
Edward Pascoe	Pole saw/branch cutter for Monday Group – grant in kind as agreed last year		49.99		712
Total Expenditure			4953.80		

Appendix B

Meeting Dates for the 2023-24 Council Year

Month & Year	PC Meeting Date
May 2023	15 th
June 2023	12 th
July 2023	3 rd
August 2023	7 th
September 2023	4 th
October 2023	2 nd
November 2023	6 th
December 2023	11 th
January 2024	8 th
February 2024	5 th
March 2024	4 th
April 2024	3 rd