



Minutes of the Parish Council Meeting Held Monday 3rd April 2023

7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item	Description	Resolved
Present:	Parish Councillors: I Haffenden (Acting Chair), S Morris, R Morris, C Broad and D Cumberland. County Councillor Milligan, District Councillor Bikson, Liz Gander (Clerk) and seven members of the public.	
Open Forum:	<p>Councillor Haffenden welcomed everyone to the meeting, explained that the Chair and Vice-Chair had been unable to attend the meeting, and that he had offered to act as Chair in their place. The Council agreed for him to do so.</p> <p>Several residents had attended with reference to item 4b and wished to make their objections known. Objections included concerns that the developer is citing the Manor Nursery site as 'previously developed land' (ie brownfield) when this description excludes land that was occupied by an agricultural building. Residents feel that many of the issues the Inspector previously raised are still valid.</p> <p>Whilst the scale and density has been reduced by the removal of one house compared with the previous application, the way the site has been arranged looks as though, if they obtained planning permission for these two, they would then seek to reinstate a third into the gap.</p> <p>Access and drainage issues remain a significant concern. The plans seem to indicate that two lorries or a fire engine and a lorry etc could pass each other on the road, but this would not be possible without filling in the ditch and removing the bank. The applicant talks about tapping into the sewage system on Orchard Close, but not only is Orchard Close a privately managed estate, but the developer would have to cross private land to get into it. Residents that live beyond the proposed development site on Theobalds Road are also concerned that, owing to the narrow width of the road, whilst any such work was ongoing, they would essentially be stuck and prevented from leaving or accessing their properties.</p> <p>It is also important to protect the environment of the Grade II listed building, Theobalds Farm, opposite.</p> <p>Other residents had attended the meeting to express concerns about the planning applications for Nursery Lane. They advised that planning notices are torn down almost as soon as they are put up. The retrospective application lodged for 'temporary accommodation' is said to be for a</p>	Cllr Haffenden to Chair the meeting.

		<p>bungalow that was built around two years ago and has been occupied since. Residents are frustrated that Lewes District Council's Enforcement Officers are not taking action in relation to the multiple applications on this site.</p> <p>Finally, District Councillor Bikson said that, with the elections coming up, she wanted to note that it has been a pleasure working with the Parish Council.</p>	
1	a	<p>Apologies for Absence</p> <p>To note any apologies for absence from this meeting. The Chair, Cllr Dawson and Vice-Chair, Cllr Martin, had both sent their apologies owing to other commitments.</p>	Apologies accepted.
2	a b	<p>Declarations of Members' Interests</p> <p>To receive declarations of interest from Councillors on items on the agenda</p> <p>To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests</p>	None noted.
3	a	<p>To Approve the Minutes of:</p> <p>The Parish Council Meeting held 6th March 2023</p>	Approved & signed by the acting Chair.
4	a b c d	<p>Planning Matters</p> <p>New applications considered at the meeting:</p> <p><u>LW/23/0100 - Land To The North Of Clearview, Nursery Lane</u> - Demolition of existing two-storey outbuilding, construction of a two-storey 4no. bed dwelling house. The Council resolved to object to this application, because it proposes the demolition and replacement of a building which itself never had planning consent and is causing development creep into the countryside. In this way, it does not meet the criteria laid down in paragraph 80 of the NPPF for the circumstances in which isolated homes in the countryside should be approved. For, though the proposed site is adjacent to other homes, it is outside the development boundary, beyond the built form of Nursery Lane and encroaching into the countryside setting.</p> <p><u>LW/23/0114 – Manor Nursery, Theobalds Road</u> – Erection of 2No. detached dwellings with double garages and associated landscaping. The Council resolved to object to this application for the reasons expressed by residents in the Open Forum, along with citing many of the objections which the Council listed against the previous application for this site (LW/19/0474) and which still stand.</p> <p><u>LW/23/0140 - Bramble Lodge, Nursery Lane</u> – Section 73a retrospective application for single storey moveable and temporary dwelling for accommodation whilst works are carried out to adjacent properties and buildings. The Council resolved to object to this application, which it understands is very belated, since residents report that people having been living in the temporary dwelling for around two years already. It is felt that this dwelling, plus the adjacent ones for which it is deemed necessary, are spoiling the rural aspect of this area and marring the amenity of the public footpath.</p> <p>Other Planning Matters</p> <p><u>Email from District Councillor Zoe Nicholson regarding the Ditchling Road development approved at appeal</u> – District Councillor Nicholson had advised that Lewes District Council is seeking legal advice from a barrister</p>	<p>To object for the reasons outlined.</p> <p>To object to the application.</p> <p>To object to the application.</p>

	<p>e</p> <p>f</p> <p>g</p>	<p>on all the cases that have been lost at appeal, to see if they can find grounds to legally challenge these decisions.</p> <p><u>To consider any further comments the Council wishes to make regarding the updated Rural Settlement Study assessment for Wivelsfield</u> - no further comments.</p> <p><u>Consultation arrangements for South Road site</u> - a public consultation will be held at Wivelsfield Primary School on Thursday 20th April from 3.30-7.30pm. The Council had suggested the school as a venue, both because of its proximity to the site and those residents whom the plans will most directly affect, along with allowing parents of school age children the opportunity to view the plans at pick up time (as an additional hour's session from 2.30-3.30pm was being provided specifically for parents/carers of children at the school).</p> <p><u>Hurst Farm development - allotments & country park</u> - the Haywards Heath Town Clerk has confirmed that Haywards Heath Town Council will be willing to have a discussion about the country park and allotments, however it is felt that the burial site will need to be exclusively for residents of Haywards Heath.</p>	
5	<p>a</p> <p>b</p> <p>c</p> <p>d</p>	<p>Financial Matters</p> <p><u>To approve items of expenditure</u> - the Council ratified payment of nine items, totalling £36,335.52, paid since the last meeting, along with a further twenty items of general expenditure totalling £16,289.15 and one item relating to the Village Hall Improvement Project, costing £1800. For details, please see Appendix A.</p> <p><u>To sign off bank reconciliations for the period Dec 22 - Feb 23</u> - agreed and signed.</p> <p><u>Village Hall Finances</u> - no one from the Management Committee had been able to attend the meeting, so this item was deferred. It was suggested that an informal meeting between the Parish Council and Management Committee be held on 17th April.</p> <p><u>To review the additional information provided for the following grant applications considered at the last meeting:</u></p> <ul style="list-style-type: none"> • <u>Wivelsfield Green Cricket Club</u> - on the basis that the cricket square is revenue generating, and revenue goes to the Village Hall, it was decided not to approve the grant on this occasion. Should the Cricket Club have a specific cost that they are unable to meet, they are invited to reapply accordingly. • <u>Wivelsfield Primary School</u> - it was agreed to award the requested grant of £3k towards equipment for the new Wivelsfield Wrens Nursery, to be paid under Section 137 of the Local Government Act 1972¹. The Council requested that the School provides photos/evidence of what the money is spent on. • <u>Wivelsfield School PTA</u> - since discussion at the last meeting, the PTA had secured all funds needed to cover the cost of the notice board, for which they had submitted the grant application. The Council had been asked if, instead, it would consider supporting the purchase of a PA system. However, since the PTA has sufficient funds to cover this purchase, the Council said it would rather wait and consider supporting a project at a later date, for which funding is genuinely needed. 	<p>Payments approved.</p> <p>Agreed & signed.</p> <p>Item deferred.</p> <p>Grant application declined.</p> <p>Grant application approved under S137 expenditure.</p> <p>Grant application declined.</p>

¹ Local Govt Act 1972 - 137⁴

	e	<p><u>To consider the following grant applications:</u></p> <ul style="list-style-type: none"> • <u>St Peter & St James Hospice</u> – the Council agreed to provide a grant of £1k to support a bereavement counselling service². • <u>Plumpton Tennis Club</u> – the Council approved a grant of £1k towards refurbishment of two of the Club's courts, since the club is used by and open to residents of Wivelsfield³. • <u>Kent, Surrey & Sussex Air Ambulance</u> – the Council approved a grant of £300⁴. • <u>Downscroft Coronation street party</u> – after some debate, Councillors voted by a small margin to approve a grant of £150 for this purpose, on the basis that residents from the western part of Wivelsfield do not benefit as easily from many of the facilities provided by the Parish Council, owing to their location⁵. 	<p>Grant approved.</p> <p>Grant approved.</p> <p>Grant approved.</p> <p>Grant approved.</p>
	f	<p><u>To consider quotes received for playground repairs</u> – it was agreed to go with the cheapest quote for the work, if the specification would meet that of the other, more detailed quote received and, if not, then to go with the more comprehensive but more costly quote. It was also agreed to book Fresh Air Fitness (the supplier of our outdoor gym) to undertake a maintenance visit, which will also include the two repairs needing to be done to our gym equipment.</p>	<p>Contractors agreed.</p>
	g	<p><u>To review and agree on a temporary speed indicator device (SID) to purchase</u> – having looked at comparative data for three different companies' temporary SIDs, it was agreed to purchase a unit from Elan City.</p>	<p>Unit from Elan City to be purchased.</p>
6		<p>Clerk's Report</p> <p>a <u>Actions list</u> – it was agreed to share with those residents that attended the site meeting, updates regarding our enquiries about the bridleway from Eastern Road to St George's.</p> <p>b <u>Review of Annual Community Meeting</u> – Councillors felt that the evening had gone really well and thanked the Clerk for organising it. It was suggested that next year we try holding it in late May, when longer evenings and hopefully better weather might encourage more people to attend. Large signs advertising the meeting – like those used in Plumpton – would also be a good idea.</p> <p>c <u>Feedback received from residents on aspirations for the community</u> – although only a small number of feedback forms had been completed at the Annual Parish Meeting in response to the Council's request for input on priorities, they had been a useful indicator of what residents' priorities may be. The Council to revisit and refine the document and consult the wider community on it, both at Village Day and through other means (fliers in the shop, an online consultation etc).</p> <p>d <u>To select the winner of the prize draw from the Annual Community Meeting</u> – the acting Chair pulled one of the completed entries, at random, from those submitted. The winner will be notified.</p> <p>e <u>To consider a request for the Hall's new part-time facilities manager to use the PC office from time to time</u> – the Management Committee had asked for this item to be deferred for now.</p> <p>f <u>To review and update the Council's Risk Assessment and Risk Management Strategy documents.</u></p>	<p>To share info with residents.</p> <p>To change the date and signage for next year's Annual Community Meeting.</p> <p>To review & update the Council's questionnaire & publicise more widely.</p> <p>Winner selected.</p> <p>Deferred.</p> <p>Documents approved.</p>

² Local Govt Act 1972 – 137⁴

³ Local Government (Miscellaneous Provisions) Act 1976¹

⁴ Local Govt Act 1972 – 137⁴

⁵ Local Govt Act 1972 - 145 (1)(a)²

7	a	Reports from Councillors Village Hall trustee arrangements	Item deferred.
8		Reports from District & County Councillors & PCSO The Council thanked County Councillor Milligan for his report submitted before the meeting.	
9	a b	Items to be taken to the Next Lewes District Association of Local Councils (LDALC) Meeting Lack of planning enforcement from Lewes District Council Potholes, degraded line markings and the atrocious state of our roads	Items to be raised at the next LDALC meeting.
10	a b c d	Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting a Open spaces and paths – a new guide to protection b Transport for the South East – sign off of strategic investment plan c Notification of London-Brighton Challenge taking place on 27th – 28th May 2023 and passing through Wivelsfield d Email from the East Sussex Rights of Way team regarding the bridleway from Eastern Road to St George’s – the content of the email was noted, although a question remains about whether, even if the funding were available, it would be appropriate to seek to change this bridleway into a shared use path with more formal surfacing, as this would change its rural nature.	Noted Noted Noted Noted & query raised.
11	a b c	Items for Noting or Inclusion on Next Agenda a Highways issues – including road markings and potholes b The Clerk was asked to contact the developer/Management team for Somerset House, Eastern Road, to request that the hoardings are taken down, traffic cones removed and a physical barrier installed to prevent residents from driving over the pavement to get to the road. The latter request has now been made on several occasions and will be followed up again. c IT contract and Office 365 licencing	
12	a	Date of Next Meeting Monday 15 th May 2023 – Annual Meeting of the Parish Council	

The meeting closed at 8.41pm

Accounts for Payment for the Meeting of 3rd April 2023
Items Paid Since the Last Meeting for Ratification

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
E Gander	Items for Annual Parish Meeting		33.50	Online Paid 15.3.23	741
East Sussex County Council	Street lighting maintenance and energy 2022-23		6,115.86	Online Paid 15.3.23	742
Barcombe Landscapes Ltd	Recreation ground, play area and war memorial maintenance, plus verge cutting 10 th June – 7 th December 2022		2952.88	Online Paid 21.3.23	743
East Sussex	Purchase and filling of the 3 new grit bins approved at January meeting		984.00		744
BT	Phone & broadband 1 Jan – 31 May		165.93	DD 31.3.23	745
E Gander	For petty cash		40.00		749
General Expenditure Total			10,292.17		
Village Hall Improvement Project					
Cobb Electrical	Outside lighting at Hall		800.00	Online paid 15.3.23	746
Sunninghill	Final (retention) payment for project		22815.44	Online paid 15.3.23	747
Jewson	Materials for insulation of roof		2427.91	Online Paid 21.3.23	748
Hall Improvement Expenditure Total			26,043.35		
Total all expenditure			36,335.52		

New Items Approved for Payment

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Salaries	April 23		2305.31	Online	750
East Sussex Pension Fund	Pension contributions April 23		834.37	Online	751

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
Lewes District Council	Outdoor Gym & Play Area Inspection April 23		36.00	Online	752
Lewes District Council	Charters Gate Way Dog Bin Emptying April 23		93.60	Online	753
Lewes District Council	Litter bin emptying pavilion and car park – March 23		33.60	Online	754
Lewes District Council	Dog bin emptying 1 April – 30 June 23		655.20	Online	755
Lewes District Council	Litter bin emptying 1 April – 30 June 23		93.60	Online	756
Transparency Solutions Ltd	March 2023 Office 365 Subscription		49.08	Online	757
Sage UK Ltd	April 23 Sage 50 Accounts subscription		86.40	DD	758
Trident Computers UK Ltd	IT contract May 23		60.60	Online	759
Costain Ltd – East Sussex County Council	Installation of new lighting column E & LED lantern in Downsview Drive		1976.88	Online	760
ESALC Ltd	ESALC & NALC subscription 2023-24		804.51	Online	761
Wivelsfield Films	Grant as agreed on 6 March 23		500.00	Online	762
Wivelsfield Community Club	Grant as agreed on 6 March 23		400.00	Online	763
Wivelsfield Football Club	Grant as agreed on 6 March 23		560.00	Online	764
Wivelsfield Church	Grant as agreed on 6 March 23		2500.00	Online	765
Wivelsfield Primary School	Grant as agreed on 3 rd April 23		3000.00	Online	767
St Peter & St James Hospice	Grant as agreed on 3 rd April 23		1000.00	Online	768
Plumpton Tennis Club	Grant as agreed on 3 rd April 23		1000.00	Online	769
Kent, Surrey & Sussex Air Ambulance	Grant as agreed on 3 rd April 23		300.00	Online	770
General Expenditure Total			16,289.15		
Village Hall Improvement Project					
Kelly Engineering Ltd	Labour charge for insulating loft space		1800.00	Online	766
Village Hall Improvement Project Total			1800.00		
Total Expenditure			18,089.15		