



		<p>There are fears of flooding affecting existing properties if the land is built upon. These fears have been exacerbated by the recent experience of people buying homes on the neighbouring Sigma Homes estate where, despite the required drainage plans, residents are understood to be complaining of their homes and gardens flooding.</p> <p>Residents are also aware that a previous owner of one of the Lunces Common properties had an application to turn a car port into an annexe turned down, owing to the presence of bats in the area, so pointed out that this should similarly affect any development proposals for the field.</p> <p>The Chair advised that the Council does not have any more information about prospective development on this site than the residents do. We do not get sight of pre-application advice (although can sometimes obtain this after an application has been submitted). It is not a given that, just because the site has gone green in the LAA, that it will be allocated as a site within the Local Plan. LDC will undertake a second Regulation 18 consultation later in the year, which will include all sites that are being proposed for the upcoming Local Plan.</p> <p>In the meantime, the Council advised that residents take lots of photos of the site, both to have a record of how it is and to document any work that is done (eg the removal of trees and hedges) which might impact on the accuracy of any reports being produced for developers, such as arboricultural or ecological assessments. It was also suggested that they note any potential arguments against developing the site and collect evidence (eg of bats, known flooding incidents etc).</p> <p>In return, the Council agreed to help provide residents with information about infrastructure and services etc, which would help them in putting together an objection should a planning application be lodged.</p>	
<b>4</b>	a b	<p><b>To Approve the Minutes of:</b></p> <p>The Parish Council meeting held 3<sup>rd</sup> February 2025</p> <p>The extraordinary meeting held 17<sup>th</sup> February 2025</p>	Both sets of minutes approved & signed.
<b>5</b>	a b c d	<p><b>Planning Matters</b></p> <p><b>New planning applications considered at the meeting</b></p> <p><u>LW/25/0045 – Cumbria, Green Road</u> - Demolition of garage, proposed two-storey side extension, single-storey rear extension and fenestration alterations. (Case Officer: James Emery). Consultation deadline Monday 10<sup>th</sup> March. After some discussion, the Council stated that it had no objection to an extension in principle, but it felt that there needed to be amendments to the design to make it more sensitive to and reduce the impact on neighbours.</p> <p><u>LW/25/0044 - Green Park Farm, Green Road</u> - Single storey side extension and first floor side extension. (Case Officer: James Emery). Consultation deadline 18<sup>th</sup> March.</p> <p><b>Tree Works Applications for Consideration at the Meeting</b></p> <p><u>TW/25/0011/TPO - 17 Charlwood Road</u> - T3 - Oak - Pollard by reducing height by approx 5m. (Case Officer: Mark Pullen). Councillor Haffenden left the room for discussion of this item. The Council wished to defer to the opinion of the tree person at LDC to make an appropriate decision for the benefit of the tree.</p> <p><u>TW/25/0016/TPO – Theobalds Farm, Theobalds Road</u> - T2 - Large Oak - Crown reduction by 2m and Crown lift up to 5m. (Case Officer: Mark Pullen). The</p>	<p>No objection to extension in principle, but amendments needed to lessen impact on neighbours. To support the application.</p> <p>Council agreed to defer to the knowledge &amp; opinion of the District</p>

	<p>e</p> <p>f</p> <p>g</p> <p>h</p> <p>i</p> <p>j</p> <p>k</p> <p>l</p>	<p>Council wished to defer to the opinion of the tree person at LDC to make an appropriate decision for the benefit of the tree.</p> <p><b>Planning Applications Approved by Lewes District Council (LDC)</b> (for information only)  <u>LW/24/0804 - Annexe At Kelowna, 94 Valebridge Road</u> - Single storey side extension with double garage.</p> <p><b>Planning Applications Refused by LDC</b> (for information only)  <u>LW/22/0421 - Land Adjacent To Kiln Cottage, Coldharbour Farm, Hundred Acre Lane</u> - Revised plans to develop a single 4 bed home, part single and part 2 storey, including garage and access (Revision is to previously proposed a) two homes and b) single 5 bed home) Site description the same as previous.</p> <p><b>Other Planning Matters</b>  <u>To note receipt of an updated draft submission to the consultation for LW/24/0820 – Land South of Green Road - from the Council's planning consultants</u> – the Council felt the submission is excellent and wished to thank the consultants for their work. The Clerk to let the consultants know that the Council is happy for the document to be submitted to LDC.</p> <p><u>To acknowledge receipt of the revised Housing Needs Survey report from AiRS</u> – the Council resolved to accept the revised Housing Needs Survey Report.</p> <p><u>To note any updates on the South Road and Ditchling Road developments</u> – Residents are reporting that site traffic is continuing to use the Blackmores entrance regularly, contrary to the Construction Management Plan (CMP). The Council resolved to write formally to LDC to raise this issue (again) and the fact that it is unacceptable that it continues to happen.</p> <p><u>Notification of upcoming planning application for 130 homes at Land off Lunces Hill</u> (part of which falls within the Haywards Heath boundary, but the majority of which lies within Wivelsfield Parish)</p> <p><u>Land East of Ditchling Road</u> – to review ESCC's responses to the Council's questions about the proposed Highways scheme for this development (LW/21/0729), and to make any further comments with regard to the detailed design proposals to provide a new site access with right turn lane, footway, pedestrian refuge crossing place and bus stops on Ditchling Road. Comments to be with East Sussex County Council by 14<sup>th</sup> March. The Council did not have any further comments to make. It noted receipt of an email from Cala Homes, indicating that there is not room to install the Council's preferred bus shelter on the western side of the B2112, and suggesting the Newstead shelter instead. This will not give as much weather protection as the preferred option, but the Council conceded that if the bigger shelter cannot be accommodated, they will have to accept it. The Clerk to push for a commuted sum from the developer to help with long-term maintenance costs of the new shelters.</p> <p><u>LW/25/0011 - Keepers Cottage, Slugwash Lane</u> – a query had been received about a certificate of lawful development application for the above property. Neighbours were concerned about the potential noise implications of the application, alongside worries about the safe removal of asbestos if the Nissan hut is to be removed. The Council agreed to seek clarification from LDC as to what has been submitted and to encourage the resident to submit any comments themselves, (albeit recognising that, owing to the nature of the application, no formal consultation is taking place).</p>	<p>Council tree officer.</p> <p>Clerk to give consultants the go-ahead to submit the document.</p> <p>To accept the report.</p> <p>Clerk to write to LDC/Cala to complain re flouting of the CMP.</p> <p>Noted.</p> <p>No further comments.</p> <p>Email regarding change in proposed bus shelter for west of B2112 accepted.</p> <p>To push for commuted sum.</p> <p>Council to seek clarification about the work to be undertaken &amp; its purpose.</p>
6	a	<p><b>Financial Matters</b>  <u>To approve this month's payments and to note and ratify items paid since the last meeting</u> – the Council ratified payment of two items paid since the last meeting,</p>	<p>Payments approved.</p>

	<p>totalling £157.23, and approved payment of a further thirteen items totalling £17,436.01.</p>	
b	<p><u>To note and agree any recommended movements in budgets</u> – the Council agreed to the following movements in budgets:</p> <ul style="list-style-type: none"> <li>• £200 from members' allowances to events &amp; refreshments</li> <li>• £100 from members' allowances to training &amp; conferences</li> <li>• £760 from grants to S137</li> <li>• £1340 from grants to feasibility study costs</li> </ul>	Movements in budgets agreed.
c	<p><u>To review any grant applications received</u> – the Council agreed to award grants for all applications received (nb the footnotes refer to the power under which each grant is awarded):</p> <ul style="list-style-type: none"> <li>• £500 to Wivelsfield Tea Club<sup>1</sup></li> <li>• £500 to Wivelsfield Films<sup>2</sup></li> <li>• £2500 to Wivelsfield Church for churchyard maintenance<sup>3</sup></li> <li>• £4000 to Wivelsfield School PTA towards a new large outdoor climbing frame<sup>4</sup></li> <li>• £500 to the Monday Group for work towards improving footpaths in Wivelsfield<sup>5</sup> (nb the Monday Group had applied for £250, but the Council wished to give more towards materials, given the amount of fantastic work the Monday Group does around the Parish in improving footpaths and bridleways).</li> </ul> <p>The Council noted its commitment to supporting local groups that provide a real benefit to the community. As such, it asked the Clerk to let the above groups (particularly those which had applied for only a modest amount) know that, should they need further funding later in the year – particularly if this were to be the difference between a group continuing to run and provide the service it seeks to, or not – then the Council would be open to receiving further, ad hoc funding applications.</p> <p>In respect of churchyard maintenance, from an ecological point of view, the Council queried whether the churchyard is all cut regularly, or if any areas could be left as meadow. The Vicar advised that the grass in the churchyard is cut every two weeks during growing season, and, whilst they do keep small areas more natural, the churchyard is a place of regional significance for a particular type of fungi, so they have been encouraged to keep doing what they are doing in terms of maintenance.</p> <p>In respect of the grant to the School PTA, the Council wished to use some of its CIL (Community Infrastructure Levy) funds to cover this, as the climbing frame is an item of infrastructure.</p> <p>In relation to the Monday Group, they do so much beneficial work around our Parish, that the Council was clear that, if there was further work to be done, for which they had the manpower, but not the money for materials, then they should approach the Council for a further contribution.</p>	<p>Grant sums to be awarded were agreed.</p> <p>Groups encouraged to come back with further ad-hoc applications if needed.</p> <p>CIL to be used for PTA grant.</p>
d	<p><u>Notification from the Council's IT provider that Microsoft will be increasing its prices by 5% from April 2025</u></p>	Noted.
e	<p><u>To approve quotes for replacing the lantern on Downsview Drive column F and Strood Gate column A, at a cost of £566.06 each (ref: TPB-0729 &amp; TPB-0730).</u></p>	Agreed.
f	<p><u>To consider purchasing a solar kit for the temporary speed indicator device (SID), at a cost of £424.22 &amp; VAT – the Council agreed to purchase a solar kit. It also asked the Clerk to research whether such units have moved on to a point</u></p>	Agreed.

<sup>1</sup> Local Government Act 1972 – S145 (1)(a)

<sup>2</sup> As above

<sup>3</sup> Local Government Act 1972 S214 (6)

<sup>4</sup> Local Government Act 1972 – S137

<sup>5</sup> Highways Act 1980 s43(1)

		where they do even more than our current one, eg flash up people's number plates_to draw attention to the need to slow down.	Clerk to undertake research.
<b>7</b>		<b>Updates on Matters Discussed at Previous Meetings</b> (not included elsewhere on the agenda)	
	a	<u>CIL receipts from proposed development on land South of Green Road</u> – no more is known about whether or not it would, in principle, be possible for Westmeston Parish Council to pass CIL receipts relating to the above development proposals to Wivelsfield Parish Council, were a development to go ahead. (This would be preferable, since the burden of any new development in this location would fall upon Wivelsfield, despite several of the fields technically belonging to Westmeston).	Cllr S Morris following up with LDC.
	b	<u>Meeting with LDC enforcement officer</u> – yet to be pursued.	Chair to arrange.
	c	<u>Queries re allotments, community orchard and road names at Cala Homes site</u> – the Clerk will follow up on this, as nothing appears to have been heard.	Clerk to follow up.
	d	<u>Rights of Way Access Plan</u> – consultation deadline for parish councils (only) extended to 11 <sup>th</sup> April. Councillors to fill in comments on the hard copy form for the Clerk to collate and submit.	Cllrs to provide comments.
<b>8</b>		<b>Clerk's Report</b>	
	a	<u>To review and consider the findings of the annual play area inspection</u> – it was agreed that the Chair, Clerk and Councillor Silverman will meet to review and discuss the report and make any recommendations to the Council regarding actions to be taken. The lifespan assessments included within the report will be useful for the Community Infrastructure Group's consideration of CIL projects.	Chair, Clerk & Cllr Silverman to meet to discuss.
	b	<u>To discuss the format for and content of the Annual Parish Meeting, to be held on Wednesday 7<sup>th</sup> May</u> – it was agreed that, as there has been quite a lot of public engagement in recent months (last summer's community day, the public meeting last autumn and residents attending Parish Council meetings), the Annual Parish Meeting would proceed as a low-key affair, summarising the work that the Parish Council has been doing. It was agreed that, whilst it would be good to have a vehicle for engaging with the community about CIL/infrastructure plans, the date of the Annual Parish Meeting is likely to be too soon to have anything meaningful. Village Day might however be an appropriate event at which to have a stand for this purpose.	Simple meeting to be held.
	c	<u>Update re temporary SID sites</u> – a licence application had been lodged for an additional SID site on Green Road last July, but not progressed by Highways. As a lot of time has now elapsed since the original site meeting at which suitable sites were determined, (and as the key Highways' personnel involved at the time have left), Highways have advised that they wish to have another site meeting to review the sites, prior to proceeding with the licence application.	Clerk to chase up meeting.
	d	<u>Green Road bus shelter</u> – the Clerk is looking into what (if any) licences will be required, prior to placing an order for a new shelter.	Look into licences.
	e	<u>Map project</u> – the Clerk will use the opportunity of a meeting with Highways for 8c above, to also seek Highways' input as to an appropriate location for a lectern style map board near the telephone box book exchange. Once a location has been agreed and licence approved, the map boards can be ordered. The Clerk was asked to check whether the Council will have copyright on the map design.	Input of Highways' officer to be sought.
	f	<u>Football wall &amp; basketball court</u> – the Management Committee had written with some considerations to be taken into account when creating hardstanding for the football wall, including the need to ensure that it is robust enough to	

		<p>withstand the tractor that visits the green for mowing, as well as the need for some drainage. They had also asked for some additional targets to be added to the wall. The Council was disappointed that the Committee was seeking to reduce the - already modest - size of the proposed tarmac area, given that the work had been agreed in principle by the Committee some time ago. To reduce the size further, would be to render the project fairly pointless and would seem a waste of money.</p> <p>As such, the Council resolved to write to the Committee to say it would take into account the requirements re the tractor, drainage and targets, and proceed with the work.</p>	
<b>9</b>	<p>a</p> <p>b</p> <p>c</p> <p>d</p>	<p><b>Reports from Parish Councillors</b></p> <p><u>To highlight priorities for the Community Infrastructure Working Group</u> – key to being able to progress meaningful projects that benefit the community is to reach an understanding with the Village Hall &amp; Recreation Ground Management Committee, to allow for new facilities to be introduced at the Green.</p> <p><u>Website update</u> – the new website is nearly ready and just undergoing a few tweaks. It was suggested that the photos need captions to indicate where in the Parish they were taken.</p> <p><u>To discuss a protocol for use of the Parish Council's meeting room</u> – deferred to next meeting.</p> <p><u>Footbridge from the green, to Green Park Corner</u> - the Clerk is awaiting a quote for replacing the footbridge and securing more level access from Green Park Corner to the green.</p>	For next meeting.
<b>10</b>		<p><b>Reports from District &amp; County Councillors, MP &amp; PCSO</b></p> <p>To note any written reports received prior to the meeting – none received.</p>	
<b>11</b>	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p>	<p><b>Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting</b></p> <p><u>Request for support of the safety of lithium-ion batteries campaign</u> – it was agreed to support this campaign.</p> <p><u>Worknest – HR support</u> – Clerk to find out more about what they offer and the cost.</p> <p><u>Concerns about accidents on the former Royal Oak bend, B2112 Ditchling Road</u> – the Council noted concerns about repeated accidents on the Royal Oak bend, raised by a resident from the new houses. This will be added to the SLR agenda for the meeting with Highways in May.</p> <p><u>Sussex &amp; Brighton devolution consultation</u>. Consultation ends 13<sup>th</sup> April 2025 – this item was deferred to the next meeting.</p> <p><u>Invitation to attend a devolution briefing for town and parish councils</u> – the Chair and Clerk will attend this briefing, to be held on Friday 14<sup>th</sup> March.</p> <p><u>Lewes District Housing Allocations Policy Consultation</u> – consultation period ends 5pm, Friday 18<sup>th</sup> April 2025</p>	<p>To support.</p> <p>Clerk to find out more.</p> <p>To be added to agenda for meeting with Highways.</p> <p>For next meeting.</p> <p>Chair &amp; Clerk to attend.</p> <p>To be considered at next meeting.</p>
<b>12</b>		<p><b>Items for Noting or Inclusion on Next Agenda</b></p> <p>None noted.</p>	
<b>13</b>	<p>a</p>	<p><b>Date of Next Meeting</b></p> <p>Parish Council Meeting – 7<sup>th</sup> April 2025</p>	

The meeting ended at 9.04pm.

Accounts for Payment for the Meeting of 3<sup>rd</sup> March 2025**Items for Payment Approval**

Items paid since the last meeting for ratification

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
<b>General Expenditure</b>					
Tetrabyte	IT contract Jan 2025	155.03	DD	1126	17 <sup>th</sup> Feb 25
Tesco	A4 notebook for minutes	2.20	Card payment	1127	18 <sup>th</sup> Feb 25
<b>Total</b>		<b>157.23</b>			

**Items for Approval at the Meeting**

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
<b>General Expenditure</b>					
Salaries	March 25 Salary run	2638.42	Bank transfer	1128	
East Sussex Pension Fund	Pension contributions March 25	933.85	Bank transfer	1129	
HMRC	Quarter 4 PAYE & NI contributions	3,221.21	Bank transfer	1130	
Members' Allowances	1 Oct 24 - 31 March 25	975.00	Bank transfer	1131-1133	
Lewes District Council	Charters Gate dog bin emptying March 25	93.60	Bank transfer	1134	
Lewes District Council	Play area & outdoor gym inspection March 25	36.00	Bank transfer	1135	
Lewes District Council	Car park & pavilion litter bin emptying Jan 25	38.40	Bank transfer	1136	
Sage UK Ltd	March 25 Sage 50 Accounts subscription	100.80	DD	1137	
Adobe Systems	Adobe Acrobat Subscription March 25	19.97	DD	1138	
Public Works Loans Board	2 <sup>nd</sup> loan repayment of 2024-25 financial year (2 of 2)	7,546.46	DD	1139	
Wivelsfield Village Hall	Renshaw Room hire Jan - March 25	108.00	Bank transfer	1140	
Wivelsfield Village Hall	Renshaw Room hire for extraordinary meeting - 17 Feb 25	40.00	Bank transfer	1141	
Barcombe Landscapes Ltd	Recreation ground, play area and war memorial maintenance 29 Aug - 27 Nov		Bank transfer	1142	

<b>Payee</b>	<b>Expenditure</b>	<b>Total</b>	<b>Payment Type</b>	<b>Voucher Ref</b>	<b>Date of Payment</b>
	24, plus urban verge cutting 19 Sept & 29 Oct 24	1684.30			
<b>Total General Expenditure</b>		<b>17,436.01</b>			

All invoices listed have been examined, verified and certified by the Clerk, as RFO.