

Minutes of the Parish Council Meeting Held Monday 3rd October 2022

7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item	Description	Resolved
Present:	Parish Councillors I Dawson (Chair), H Martin (Vice-Chair), R Morris and I Haffenden. County Councillor Milligan, Liz Gander (Clerk) and two members of the public.	
Open Forum:	No open forum was required.	
1	Apologies for Absence Apologies had been received from Parish Councillor S Morris, District Councillor Bikson and Maria Caulfield MP.	Apologies accepted.
2	Declarations of Members' Interests a To receive declarations of interest from Councillors on items on the agenda b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests	None Noted.
3	To Approve the Minutes of: a The Parish Council Meeting held 5 th September 2022	Approved & signed.
4	Planning Matters New planning applications considered at the meeting: a <u>LW/22/0601 - Wivelsden Farmhouse, North Common Road -</u> Section 73A Retrospective permission for change of use of part of the existing barn to a commercial unit with provision of parking, use of existing access drive and associated works to building, remainder of barn to remain for agricultural and equestrian purposes (listed as a Chailey application). Whilst the Council acknowledged that there is currently some dispute over access, members understood that access does not constitute a material planning consideration and therefore considered the application separately from this issue. The Council resolved to support the application. b Notice of Appeal <u>APP/P1425/3305946 (LW/21/0729) – Land East of Ditchling Road -</u> outline application with all matters reserved except for access for the erection of up to 96no. dwellings. The Appeal will be held by means of an Inquiry (date to be advised). If you wish to make comments, or modify/withdraw your previous representation, you can do so on the Planning Portal at https://acp.planninginspectorate.gov.uk or by emailing kerr.brown@planninginspectorate.gov.uk , by 20 th October 2022.	To support the application. To send a supplementary letter to the Planning Inspectorate, adding to the

		<p>It was agreed to send a letter to update the Council's original objection to the application, emphasising:</p> <ul style="list-style-type: none"> o how many properties have been built/granted permission in this Plan period o how this compares with what has been advised as sustainable for a village of this type o that 45 additional homes have been granted, putting further stress on local infrastructure and overturning a decision to refuse it by democratically elected councillors o that the school is at capacity o that building on greenfield land is contrary to what the Government said it supports o the planning history for this site (ie previous refusal at appeal) <p>It is understood from the Planning Inspectorate's website, that the Appeal Inquiry is likely to commence on 4th January 2023.</p> <p>Notices of Planning Permission Received (for information only)</p> <p>c <u>LW/21/0988 - Former Travis Perkins, Green Road</u> – AMENDED SCHEME Demolition of existing commercial buildings and construction of a residential redevelopment scheme comprising 3no pairs of semi-detached houses, new access road and turning head, retention and adjustment of public footpath, refuse and recycling store and associated landscaping.</p> <p>d <u>LW/21/0507 - Clearview, Nursery Lane</u> – conversion of existing workshop / builders yard to form a 3 bed dwelling.</p> <p>e <u>LW/22/0514 - 11 Downscroft</u> - Garage conversion with replacement front window.</p> <p>Notice of Appeal Allowed</p> <p>f <u>APP/P1425/W/22/3299370 (LW/21/0754) – Land at South Road</u> – erection of up to 45 homes (including 40% affordable) and formal and informal open space including new woodland planting and play areas.</p> <p>Other Planning Matters</p> <p>g Feedback from the South Road Planning Appeal.</p>	Council's original objection.
5	<p>a <u>To approve items of expenditure</u> – the Council ratified eight items paid since the last meeting, totalling £3070.88, and a further fifteen items to be paid this month, totalling £9172.49 (please see Appendix A for details).</p> <p>b <u>To review the quarterly financial statements</u> – to be carried forward to the next meeting.</p> <p>c <u>Notice of Conclusion of Audit 2021-22</u> – the Clerk explained that the fixed asset figure had needed to be revised, following an alteration in the Council's understanding of its role as Custodian Trustee of the Hall. The Notice of Conclusion of Audit had been posted on the Council's website and notice board.</p> <p>d <u>To approve expenditure on the planting of two new trees at the recreation ground, to replace the horse chestnuts previously felled</u> – the Council approved the planting of two trees, one beech and one lime, at the recreation ground. A budget of up to £200 per tree was allowed in case of slightly bigger trees being supplied than the £165 estimate. The Council decided against purchasing signs to indicate that the trees were planted as part of the Queen's</p>	<p>Payments approved.</p> <p>Carried forward to next meeting.</p> <p>Noted.</p> <p>Planting of two new trees at the green approved.</p>	

	<p>e</p> <p>f</p> <p>g</p> <p>h</p>	<p>Green Canopy for the Jubilee year, as Councillors were unsure as to how these could be secured safely and in a way not vulnerable to being uprooted.</p> <p><u>Notification of potential election costs 2023</u> – Lewes District Council has advised that their estimate of maximum election costs chargeable to Wivelsfield Parish Council for next year's local elections is £6480. This may well be less (if, for example, local council seats are uncontested), therefore the Council agreed not to set anything further aside in the budget, beyond the £4000 earmarked reserve currently held for elections. In the (comparatively unlikely) event of further funding being needed, it will be re-allocated from elsewhere in the budget.</p> <p><u>To discuss urban grass cutting options for next year</u> – the Council agreed to continue using Barcombe Landscapes for its urban grass cutting service next year, with a contribution from East Sussex County Council (ESCC) towards costs.</p> <p><u>Expression of interest in a grant for nursery equipment</u> – The Council understood that, whilst ESCC is providing a nursery classroom to facilitate Early Years provision at Wivelsfield Primary School, they are not providing any furniture or equipment. Concern was expressed by members of the Council nursery equipment in a school setting would not be funded by the County Council. County Councillor Milligan to speak to Children's Services regarding this, but is aware that their budget is in deficit. Council to consider an application for a grant if submitted by the School.</p> <p><u>To discuss whether, in principle, the council would consider providing a grant towards funding a caretaker for the Village Hall</u> – views on this idea were mixed. On the one hand, it was agreed that the Hall should be self-financing. On the other, it would be detrimental to the community if, in order to cover the costs of a robust level of cleaning and maintenance, hire charges had to be increased to a level that was prohibitive to hirers. The Council agreed to discuss this further with the Management Committee and to invite a representative to the next meeting.</p>	<p>Noted.</p> <p>Agreed to continue with current arrangement.</p> <p>Council to consider a grant application if submitted.</p> <p>To invite a representative of the Management Committee to the next meeting.</p>
6	<p>a</p> <p>b</p> <p>c</p>	<p>Clerk's Report</p> <p><u>Actions list</u> – Cllr Morris had cleaned entrance gateways as part of the Community Clean Up day on 1st October. The Clerk had queried the appropriateness of having a dual waste bin in the location suggested by the landowner, by the field entrance on Eastern Road. The Council was happy with this location and type of bin and asked for an order to be placed.</p> <p><u>To discuss attendance at the Visioning exercise to be held on 20th October</u> – the two prospective new councillors to be invited to attend, alongside existing members and the Clerk.</p> <p><u>Information received from the recent East Sussex Clerk's Forum</u> including:</p> <ul style="list-style-type: none"> • To consider setting up a 'warm hub' – the Council thought this a good idea, but felt it should work in conjunction with the Church. The Renshaw Room or Reading Room were felt to be the most appropriate spaces (as the Hall would be too big to heat). A suggestion of otherwise using the now redundant youth room was also made. • <u>May 2023 elections</u> – LDC is going to be arranging an elections briefing for Clerks, and ESALC will also be providing training and information. • <u>Resilience and Support Plan</u> – Clerk to circulate the template from the Sussex Resilience Forum. East Sussex County Council also have a template coming out. 	<p>Order to be placed for dual waste bin near field entrance on Eastern Road. Prospective councillors to be invited.</p> <p>To liaise with Church & Village Hall Committee.</p> <p>To circulate template.</p>

7	a	Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting <u>Letter from East Sussex County Council in response to a query about emergency planning</u> – as mentioned above, East Sussex County Council are currently working on a template document, to assist Town and Parish Councils in the creation of an emergency plan.	To consider whether the Council could purchase land for allotments. Donation of £200 agreed under S137 heading. Church to archive condolence book
	b	<u>Updates on allotments and community garden at the Hospice</u> – the Hospice has confirmed that they are currently looking to create a community garden at the front of the Hospice. They will however revisit the suggestion of allotments. The Council wondered if, in the meantime, it could look at purchasing some land in order to provide allotments.	
	c	<u>Monthly report from Maria Caulfield MP</u> – noted.	
	d	<u>Request for donation from CPRE</u> – as CPRE is extremely supportive and helpful when it comes to local planning matters, the Council resolved to make a donation of £200 under S137 expenditure.	
	e	<u>Query about who should archive the condolence book for the late Queen</u> – it was agreed that it was sensible for the Church to place it in the East Sussex archives.	
	f	<u>Remembrance Day</u> – plans are in place for the usual services at the Church and war memorial. District Councillor Bikson will represent Maria Caulfield MP.	
8	Items for Noting or Inclusion on Next Agenda		
	a	Warm hubs	
	b	Allotments	
9	Dates of Next Meetings		
	a	Monday 7 th November 2022 – Parish Council Meeting	

Appendix A

Accounts for Payment for the Meeting of 3rd October 2022

Sums Paid Since the Last Meeting - for Ratification

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
The Monday Group	Grant		500.00	Online	635
I Dawson	Member's & Chairman's Allowances		293.40	Online	636
I Haffenden	Member's Allowance		195.70	Online	637
E Pascoe	Member's Allowance		192.40	Online	638
Information Commissioner's Office	Data Protection Registration		35.00	DD Paid 26 July 22	639

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
L & D Botting	Office cleaning Sept 22		32.00	Online	640
Littlewood Hire Ltd	Speed Indicator Device as 'grant in kind' for Community Speed Watch group		1687.98	Online	641
Sussex Sign Centre	Printing of signs for defibs, gym and office		134.40	Online	642
Total General Expenditure			3070.88		

New Items Approved at the Meeting

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Clerk	Salary Oct 22		2193.74	Online	643
East Sussex Pension Fund	Pension contributions Oct 22		827.46	Online	644
HMRC	Quarter 2 PAYE & NI Contributions		2238.62	Online	645
Lewes District Council	Outdoor Gym & Play Area Inspection Oct 22		36.00	Online	646
Lewes District Council	Charters Gate Way Dog Bin Emptying Oct 22		93.60	Online	647
Lewes District Council	Litter bin emptying 1 Oct - 31 Dec 22		54.29	Online	648
Lewes District Council	Dog bin emptying 1 Oct - 31 Dec 22		655.20	Online	649
Transparity Solutions Ltd	Sept 2022 Office 365 Subscription		35.33	Online	650
Sage UK Ltd	Oct 22 Sage 50 Accounts subscription		86.40	DD	651
Trident Computers UK Ltd	IT contract November 22		60.60	Online	652
BT	Phone & Broadband 1 Jul - 30 Nov 22		152.71	DD	653
Sussex Tree Surgeons	Tree safety work at recreation ground		558.00	Online	654
E Gander	Room thermometer for office	7.99		Online	655
	Sharps bin for clean up day	5.00			
	Refreshments for clean up day	7.55	20.54		
ESALC	Charge for Visioning Exercise		240.00	Online	656
PKF Littlejohn LLP	External Audit fee 2021-22		1920.00	Online	657
Total General Expenditure			9172.49		