



Minutes of the Meeting Held Monday 4th April, 2022

7.00pm Renshaw Room, Wivelsfield Village Hall, Eastern Road, Wivelsfield Green.

Agenda Item		Description	Resolved
Present:		Councillors: I. Dawson, I. Haffenden, H. Martin, N. Dutt, S. Morris , R. Morris	
Open Forum:		There were no members of the public present.	
1		Apologies for Absence District Councillor N. Bikson, County Councillor M. Milligan. Councillor Pascoe did not attend and no apologies had been received. The Clerk was unable to attend due to illness.	
2	a	Declarations of Members' Interests To receive declarations of interest from Councillors on items on the agenda	None
	b	To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests.	N/A
3	a	To Approve the Minutes of: The Parish Council Meeting held 7 th February 2022 (including confidential minutes)	Approved
	b	The Parish Council Meeting held 7 th March 2022 (including confidential minutes)	Approved
4	a	Planning Matters New Planning Applications Considered at the Meeting. <u>LW/22/0155 – 53 Downsview Drive</u> – erection of single storey rear extension.	Supported
	b	<u>DM/22/0733 – Land at Rogers Farm, Fox Hill</u> – Erection of 20 dwellings. Councillors noted that this site is listed in Mid -Sussex's plan. However, they were concerned that: there is a high risk of surface flooding; the amenity value of the adjoining footpath will be compromised; there is no room at nearby schools; the development will encroach further towards Wivelsfield. If the development were to be agreed there needs to be better screening and a proper cycle lane in the road towards Haywards Heath.	Not supported
	c	<u>LW/22/0157 – Jenners, Green Road</u> – Proposed outbuilding to front. Councillors expressed concern that the proposed building was too large and inappropriate so close to the road; it would also interrupt the green space at this point.	Not supported
	d	<u>LW/22/0168 - Land to the north of Clearview, Nursery Lane</u> – To regularise the existing barn	Not supported

		<p>Councillors expressed concern that this had not originally received planning permission; is bigger than the plans submitted; pigs were last kept there in 2010 so it is 12 years since it was used as an agricultural building.</p> <p>Notices of Planning Approval Granted</p> <p>e <u>LW/22/0058 – Nettles Green Road</u> – Demolition of existing attached residential garage, replacement with new attached single storey on garage footprint.</p> <p>f <u>LW/22/0031 – Woodpeckers, Ditchling Road</u> Demolition of existing outbuilding and replacement with single story pitched roof annexe and single-story flat roof rear extension with skylight.</p> <p>g <u>LW/22/0006 – 25 Green Park Corner</u> – single story rear extension with four rear rooflights and three front roof lights.</p> <p>h <u>LW/21/0437 – Winters Farm Courtyard, north Common Road</u> – demolition of existing office buildings and construction of one dwelling and garage.</p> <p>i <u>LW/21/0287 – Jeanie Deans, Green Road</u> – rear ground floor extension and loft conversion with front and rear dormers with associated alterations.</p> <p>Other Planning Matters</p> <p>j <u>To consider an enquiry from the applicant for LW/21/0729, land east of Ditchling Road, regarding provision of a community facility as part of the development.</u> Councillors appreciated the offer but as it has no bearing or mitigating effect on the reasons why the Council objects to the application it is not accepted.</p> <p>k <u>To discuss who will represent the Parish Council at the Lewes District Council Planning Committee when applications for the land east of Ditchling Road and land on South Road are considered.</u> The Council proposed the Chair, Ian Dawson. He agreed.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Not accepted</p> <p>Ian Dawson</p>
5		<p>Financial Matters</p> <p><u>General Finance</u></p> <p>a To review and authorise items for payment (see Appendix A).</p> <p>b To note the financial statement for quarter 4 of the 2021-22 financial year.</p> <p>c <u>Invitation to progress to submitting a formal CIL bid, following the recent expression of interest.</u> Cllr Sue Morris will submit the application. Councillors thanked Sue for her work on this.</p> <p>d <u>Grant application from the Community Speed Watch group for a new speed monitoring device.</u> Councillors asked the clerk to go back to the Speed Watch group to ask: what is wrong with the current device? Why can Sussex Police not provide another one? If not, could Sussex Safer Roads Partnership make a donation? The application will be re-considered following receipt of answers to these questions.</p> <p><u>Financial matters relating to the Hall Improvement Project</u></p> <p>e <u>The contractor's application for an extension of time.</u> The Chair reported that RLF had made further progress in reducing costs. However, they still needed to go back to Sunninghill with the Council's position regarding the extension of time.</p>	<p>Authorised Noted</p> <p>Cllr Sue Morris to submit on Council's behalf</p> <p>The Clerk to seek more information</p>

6		<p>Clerk's Report</p> <p><u>Actions List</u></p> <p>Councillors asked the Clerk to write to East Sussex Highways concerning the overhang of branches at Fanners.</p> <p><u>Advice for planting trees on the village green in place of felled horse chestnuts</u></p> <p>Councillors agreed to beech and lime.</p> <p><u>Recommendations from a review of the council's Office 365 system.</u></p> <p>To be deferred until the next meeting.</p> <p><u>Help needed to list/map all road signs in the Parish to determine which we wish Burgess Hill town Council to quote for cleaning/painting</u></p> <p>To be deferred until the next meeting.</p> <p><u>Asset inspection</u></p> <p>To be deferred until the next meeting.</p>	<p>Clerk to write to Highways</p> <p>Deferred</p> <p>Deferred</p> <p>Deferred</p>
7		<p>Reports from Councillors</p> <p><u>Feedback from Strengthening Local Relationships meeting with Highways held on 18th March</u></p> <p>Notes on this have been received. However, there is no feedback yet on the state of road markings on Green Road.</p> <p><u>To consider which roads to be put forward for Highways to consider for build-outs.</u></p> <p>Councillors suggested these should be North Common Road and Green Road.</p> <p><u>To consider whether there are any minor road safety initiatives that could be put forward to Highways for consideration under the funding pot recently made available.</u></p> <p>Councillors suggested posts at the bottom of Slugwash Lane to prevent parking on the verge.</p> <p><u>To consider whether to write to Highways to appeal for costs of licence applications for street furniture etc to be waived or reduced for town and parish councils</u></p> <p>Councillors suggested writing to ask for the details of the legislation which compelled the County Council to charge the full amount. If legislation does not exist, this should be seen as a legitimate request for which there should be a written reply.</p> <p><u>To agree to meet with Highways representatives to discuss locations for a temporary speed indicator device</u></p> <p>Councillors suggested that John Wigzell, Wivelsfield's Community Speed Watch Co-ordinator, should be asked in the first instance.</p> <p><u>Feedback on the Wivelsfield recycling day held on the 19th March</u></p> <p>This was reported as being very successful. Councillors felt that it should be repeated.</p> <p><u>West Wood</u></p> <p>It was reported that it is difficult to find sufficient evidence of paths being walked on a regular, long-term basis. It was suggested that some councillors should meet with the owner of West Wood again to ask if a specific central path could be opened up with appropriate signs. Councillors noted that the owner had only expressed willingness to have Wivelsfield residents walking in the woods so he might not be amenable to signs.</p> <p><u>To suggest a regular planning piece in Wivelsfield News summarising recent applications</u></p> <p>This was agreed and it was suggested that planning applications should be listed under the headings: outstanding, approved and refused.</p>	<p>North Common Rd & Green Rd identified.</p> <p>To approach East Sussex Highways re posts for the bottom of Slugwash Lane.</p> <p>Clerk to write to East Sussex Highways.</p> <p>Clerk to approach J Wigzell.</p> <p>Agreed to include a planning summary in the Wiv News.</p>

	i	<u>List of volunteers</u> It was agreed that a request for volunteers should be placed in the next Wivelsfield News.	Appeal for volunteers.
8		Correspondence – to review the items below plus any other arriving between publication of the agenda and the meeting	
	a	Letter from the Green Lane Association	Noted
	b	<u>NALC briefing re support from Ukraine</u> This was noted, however the Council felt that as councillors are apolitical it would not be appropriate to comment.	No comment
	c	London to Brighton Challenge 28 th -29 th May, passing through Wivelsfield.	Noted
	d	Information about draft Sussex Transport Plan	Noted
	e	<u>NALC letter to smaller councils – response required by 30th April</u> This should include comment that councils are frustrated by continued building on green field sites and properties are priced at a level that people cannot afford, even so-called affordable ones.	Clerk to respond as detailed.
	f	<u>Speed monitoring – invitation to purchase jointly a traffic radar device with other local councils</u> The Council resolved to decline the request.	To decline.
	g	<u>Update re the rollout of electric charging points locally</u> There are still difficulties with this for example what will be the source of power?	
	h	<u>Invitation to attend a pathway to net zero workshop on 24th May</u> No-one on the Council is available to attend.	
	i	<u>Request to pursue initial conversation re upgrading sections of the bridleway between Eastern Road and St Georges</u> Councillors suggested these are deferred for six months so that they are held closer to the next round of CIL bids.	Defer for six months.
	j	<u>Query about whether the Council plans to run another Community Clean Up day.</u> This will be held in September.	Community Clean Up to be held in Sept.
	k	<u>Request for funding to support Jubilee street party</u> £150 was granted (£137 expenditure).	Grant agreed.
	l	<u>Repair of playground equipment</u> The Clerk is authorised to spend up to £500 on the repair of playground equipment.	Budget for repairs agreed.
9		Items for Noting or Inclusion on Next Agenda None	
10		Date of Next Meeting	
	a	Monday 9 th May 2022 – Parish Council Meeting	
	b	Thursday 12 th May 2022 – Annual Parish Meeting	

The meeting closed at 8.40pm

Appendix A

Accounts for Payment for the Meeting of 4th April 2022

Items for Ratification Paid Since the Last Meeting & Agreed

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Val Orchin	External filler for the phone box/book exchange		9.05	Online	527
Hunter Douglas UK Retail Ltd (Hillarys)	Blinds for the PC office		1020.68	Online	528
Lemonade Print	Printing of A3 Recycling Day posters		24.00	Online	529
East Sussex County Council	Street lighting energy and maintenance 2021-22		5344.74	Online	530
Total			6398.47		

New Items Approved for Payment

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Clerk	Salary April inc. uplift to SCP 37 & adjustment for sum underpaid in 2021/22 owing to retrospective lift in salary scales		1630.91	Online	531
East Sussex Pension Fund	Pension contributions April 22		588.35	Online	532
Lewes District Council	Outdoor Gym & Play Area Inspection April 22		36.00	Online	533
Lewes District Council	Charters Gate Way Dog Bin Emptying April 22		93.60	Online	534
Lewes District Council	Litter bin emptying by pavilion – Feb 22		33.60	Online	535
Lewes District Council	Litter bin emptying by pavilion – Mar 22		33.60	Online	536
Lewes District Council	Dog bin emptying 1 April – 30 June 22		655.20	Online	537
Lewes District Council	Litter Bin Emptying 1 April – 30 June 22		54.29	Online	538
Transparency Solutions Ltd	March 2021 Office 365 Subscription		43.20	Online	539
Sage UK Ltd	April 22 Sage 50 Accounts subscription		78.00		

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
				SO	540
Trident Computers UK Ltd	IT contract May 22		60.60	Online	541
Trident Computers UK Ltd	5 x additional prepay hours		510.00	Online	542
Wivelsfield PCC	Churchyard maintenance grant		2500.00	Online	543
Wivelsfield School PTA	Donation towards Jubilee Celebrations		200.00	Online	544
Wivelsfield Green Cricket Club	First half of cricket pitch maintenance grant		350.00	Online	545
BT			96.62	Online	546
E Gander	Reimbursement for solar light for book exchange Ink cartridges Rechargeable batteries for office phone Staple gun & Staples	42.00 36.99 5.90 16.28	101.17	Online	547
ICO	Data Protection Registration		35.00	DD	548
E Pascoe	Travel Expenses Sept 21 -Feb 22		9.90	Online	549
X2 Connect Ltd	Signs for book exchange		142.20	Online	550
Total General Expenditure			7252.24		