



## Minutes of the Parish Council Meeting Held Monday 4<sup>th</sup> November 2024

7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item	Description	Resolved
<b>Present:</b>	Parish Councillors H Martin (Chair), J Keeley, R Morris, S Morris & N Turner. L Gander (Clerk) and eight members of the public.	
<b>1</b> a	<b>Apologies for Absence</b> <u>To note any apologies for absence from this meeting</u> – apologies had been received from Councillors Haffenden and Silverman who were away, and Councillor Cumberland who had a prior engagement.	Apologies accepted.
<b>2</b> a b	<b>Declarations of Members' Interests</b> 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.
<b>3</b>	<p>Public Forum</p> <p>Concerns were raised about the ongoing development of 45 homes on South Road. The height of the first property in the development is considered overbearing and surface water run off onto South Road is proving a consistent problem. Councillor S Morris advised that (in her District Councillor capacity) she had asked the planning officer to come and look at the house and drainage, and had been promised a response by the day after this meeting.</p> <p>Councillor S Morris is also setting up a development log for the South Road site, which will allow issues to be identified, recorded in one place and discussed between the developers, builders, Parish Council and planning officer. It is intended that a similar log will be set up for the Ditchling Road development. The logs will include a record of planning conditions for each site, so that adherence to these (particularly where they involve activities that impact the community – eg timing of work on site and deliveries) can be monitored.</p> <p>In response to a question about the current position with the Lewes District Local Plan, the Chair explained how recent changes in planning legislation have resulted in uncertainty about whether Local Planning Authorities can proceed with their plans as they are, or whether legislative changes will necessitate parts being revisited. Lewes District Council had hoped for its Plan to be at a stage where it would have weight in planning decisions by June 2025.</p> <p>In relation to 'affordable' homes, it was noted that whilst larger developments are meant to include 40% 'affordable' units, a developer can do a financial viability assessment and, if they can demonstrate that they are not going to make money,</p>	

		<p>can get this percentage reduced. The Guinness Partnership, that owns the Springfield Industrial Estate site off Ditchling Road, intends to deliver 100% affordable homes, but has been struggling to find a builder at a price it can afford.</p> <p>In relation to an upcoming large scale planning application, it was noted that it is crucial for as many people as possible to make their views known to Lewes District Council once a planning application is lodged. One resident asked for the Parish Council, as an important consultee, to make its voice heard very clearly. The Council confirmed that it objects to the principle of large-scale development and has in mind a number of actions that it can take to get itself into a stronger position to evidence why further large scale development in Wivelsfield (and particularly the village of Wivelsfield Green), is not appropriate. It was noted that a campaign group has been set up within the village, with an army of people undertaking research to get evidence together.</p> <p>One resident reported that green waste is consistently being dumped on the verge in Eastern Road, behind Green Park Corner, rather than being disposed of properly. However, the addition of a new bin by the field entrance on Eastern Road has solved the problem of bags of dog waste being dumped in the field.</p> <p>A resident of Theobalds Road noted that lights along the road are obscured by foliage and it would be helpful if this could be cut back.</p> <p>Finally, the Wivelsfield Speed Watch co-ordinator noted that it is twelve months since the temporary speed indicator device (SID) went up and that in the last quarter, there have been approximately 40,000 vehicle movements per week. Speed data from the SID shows around a 3mph difference between the speed of vehicles approaching the SID (29mph) and those coming in the opposite direction (approx. 31/32mph), indicating that the SID brings around a 10% reduction in speed.</p>	
4	a	<p><b>To Approve the Minutes of:</b> The Parish Council meeting held 7<sup>th</sup> October 2024</p>	Approved & signed.
5	a	<p><b>Planning Matters</b> <b>New applications considered at the meeting</b> <u>LW/24/0619 – 8 Blackmores</u> - Part two-storey and part single-storey first floor side extension over existing double garage.</p>	To support the application.
	b	<p><b>Tree Works Application for Consideration</b> <u>TW/24/0097/TCA – St Peter And St John The Baptist Church, Church Lane</u> – T1- Yew – Removal of lower branches, T2- Yew – Crown reduction/trimming by 4m.</p>	To support the application.
	c	<p><b>Planning Applications Approved by Lewes District Council</b> (for information only) <u>LW/24/0178 - Land East Of Ditchling Road</u> - Approval of Reserved Matters following Outline Planning Permission (LW/21/0729) relating to the layout, scale, appearance and landscaping for the erection of 96 new dwellings (including 40% affordable) and on-site play area provision.</p>	Noted.
	d	<p><b>Tree Works Application Approved</b> (for information only) <u>TW/24/0089/TPO – 19 Ridgeway</u> - T1 – Ash – reduce crown by 2/3m all over – tree has pronounced lean towards the property.</p>	Noted.

<b>Other Planning Matters</b>		
e	<p><u>Feedback from the meeting(s) with Lewes District Council re planning-related matters</u> – the Chair advised that the Parish Council had had a meeting with Senior Planning Officers from Lewes District Council (LDC) to get an update on where things were with the Local Plan and to discuss the Parish Council's views on development in the Parish. The Chair noted that it will be important for us to keep a dialogue going with planning officers.</p>	
f	<p><u>To discuss the current Taylor Wimpey consultation for 170 homes and actions that the Council wishes to take in relation to it</u> – at the last meeting, the Council resolved that, at this point, on the basis that developers are often known to take any engagement as a positive it would not respond to Taylor Wimpey's consultation – as per the advice received from our District and County Councillors, and others. Subsequently, input from some planning professionals had suggested that it would be a good time to engage, as it presents an opportunity to ask for things that you would wish to see in a development. However, there was also a suggestion to perhaps only do this if a development was felt to be inevitable. The Parish Council does not feel that consent being granted to the Taylor Wimpey is inevitable and therefore it resolved to stick with its original decision not to engage at this stage, (which is also said to be the advice of the Community Planning Alliance – a network of 700 groups across the country).</p> <p>The Council agreed that, with the level of disquiet within the community about this prospective planning application, it is important for residents to be aware that the Parish Council is against the principle of any further large-scale development. To this end, it resolved that, in the absence of an up-to-date Local Plan, it will do all it can to protect Wivelsfield from further large-scale development.</p> <p>It was further agreed to hold a public meeting by the end of the month, to both let the community know what the Parish Council is doing and to hear residents' views.</p>	<p>Not to engage with the Taylor Wimpey pre-application consultation.</p> <p>In the absence of an up-to-date Local Plan, the Council will seek to protect Wivelsfield from further large-scale development. To hold a public meeting by end of November.</p>
g	<p><u>To discuss and agree any steps that the Council wishes to take to compile an evidence base for future planning purposes eg commissioning of a housing needs survey and/or traffic assessment</u> – it was resolved to accept the quote from Action in Rural Sussex for running a Housing Needs Survey. The Parish Council felt that it is vital to have its own data for how much actual local need for housing exists, as part of the evidence base to defend against further large-scale speculative planning applications, as well as to inform a revision of the Neighbourhood Plan, should the Council choose to update it. The Council agreed that it may also be useful to commission further studies, but decided to seek the advice of a planning professional about whether this would be of benefit and, if so, what would have greatest value. It also wished to wait until after the public meeting, to ensure that there would be public support for the Council spending money in this way.</p> <p>Councillors Turner and R Morris to join the Clerk in meetings with prospective planning consultants, in order to make recommendations to the Council as to whom to appoint.</p>	<p>To accept quote for Housing Needs Survey.</p> <p>Cllrs Turner &amp; R Morris to join meetings with planning consultants.</p>
h	<p>To discuss how the Parish Council can work with other organisations to highlight the issues that planning pressures are bringing to bear on local communities – not discussed.</p>	
i	<p><u>Invitation from Cala Homes to:</u></p>	
i	<p>Suggest ideas for the development's name</p>	
ii	<p>Suggest community groups/charities/schools etc that they could look to support as part of their community pledge – it was suggested that Cala support</p>	<p>To suggest support for</p>

	j	improvements to the footpath between the bottom of Eastern Road and St George's. <u>Invitation from Lewes District Council to put forward ideas for the road names for the Cala Homes development</u> – it was suggested that a list of historic names associated with the Parish that could be used as a basis for road names, could be displayed at the public meeting being organised under item 5g above, to gain public feedback,	footpath improvements. Road name ideas to be displayed at public meeting.
	k	<u>Water discharging onto the road from the South Road site</u> (application references LW/21/0754 / LW23/0288) – to be part of the development log under 5l below.	
	l	<u>Building development log</u> – this is something that our District Councillor is working on (as discussed in the Open Forum) and will form the basis of regular dialogue/meetings between developers and Lewes District Council.	
<b>6</b>		<b>Financial Matters</b>	
	a	To approve this month's payments and to note and ratify items paid since the last meeting – agreed (see Appendix A for details).	Payments approved.
	b	To note and adopt the new national pay scales, to be backdated to 1 April 2024	Noted & agreed.
	c	To note and ratify the purchase of a new desktop computer for the Parish Council office	Ratified.
	d	To approve a replacement lantern for Theobalds Road Column D (at a cost of £690.71 plus VAT)	Resolved to approve.
	e	Lewes District Citizens Advice – request for funding and engagement – as Citizens Advice have started running outreach sessions in Wivelsfield, the Council asked that the Clerk goes back to them in spring 2025 to find out what the uptake has been, before considering any financial support.	To request further information next year.
	f	To consider whether to contribute to the cost of ESALC engaging a solicitor to review the updated memorandum of agreement on streetlights with Balfour Beatty	Declined.
	g	To review the draft budget for 2025/26 – it was agreed to bring this to the next meeting.	Deferred to next meeting.
<b>7</b>		<b>Clerk's Report</b>	
	a	<u>Action list</u> – it was suggested to have a list of actions arising from each meeting, with matters arising from the action list being included on the subsequent agenda.	List of actions to be circulated after meeting.
	b	<u>Remembrance Day service</u> - will be taking place this coming weekend, with the Chair and Vice-Chair each laying a wreath at one of the services taking place within the village.	
	c	<u>To consider engaging an office assistant/assistant clerk</u> – deferred until the next meeting.	Deferred.
	d	<u>To discuss and confirm the .gov domain name to be used for the new website and associated email format</u> – it was agreed to use the full name of wivelsfieldparishcouncil.gov.uk.	Full name to be used for domain.
	e	<u>To note the data collected from traffic surveys conducted on South Road</u> – it was noted that the traffic surveys had not shown a high incidence of speeding, therefore may not have added much ammunition to the calls for improved speed reduction measures near the school.	
	f	<u>Update on the Community Match appraisal for South Road</u> – now the traffic surveys have been received, the team will work on the appraisal, which is likely to take around 12 weeks.	
	g	<u>To resolve how to deliver urban grass cuts for 2025</u> – awaiting a quote for next year from the current contractor, but, unless costs escalate significantly, the Council is happy to continue to self-deliver using the same contractor.	Council will continue to self-deliver urban grass cuts.

	h	<u>To discuss timing of the work to improve the appearance of the Church Lane car park lights</u> – the Council is keen for East Sussex Highway to just get on and do the work (temperatures permitting), rather than waiting for spring.	Highways to be asked to do the work soon.
<b>8</b>		<b>Reports from Parish Councillors</b>	
	a	<u>To review the latest draft of the map project</u> – it was agreed that the map is looking really good, and that the artist should go ahead and apply colour.	To give artist the go ahead to add colour.
	b	<u>To decide upon locations for the map</u> - the Chair asked councillors to consider appropriate locations to site the maps, with a view to making a decision at a subsequent meeting.	Councillors to consider map locations & styles of mount.
	c	<u>To agree the style of mount for the maps</u> – Councillors to review and come back with suggestions. It could be that different styles of mount would work in different locations.	
	d	<u>To agree a date for a meeting of the CIL working group, as well as a preferred name for the Group</u> . A date would be organised after the meeting, ideally during the first two weeks of December. The Group will consider an appropriate name.	Group to organise a date & discuss name.
	e	<u>To discuss the merits of having a planning sub-committee, and/or more Parish Council meetings</u> – it was agreed that with the number of significant planning applications at the moment, this area is too important to delegate to a committee. As such, it was agreed to simply call extra meetings of the Council if required.	No committee to be set up at present, but extra PC meetings to be called as necessary.
	f	<u>Feedback from a meeting with Rights of Way Officers, looking at the footpath/bridleway from Eastern Road to St Georges</u> – Cllr Turner had attended a site meeting to look at the path. The Rights of Way Officer had advised that £250k is being spent on Ditchling Country Park and they are looking to improve access. However, any improvements to the path in question would be a low priority and may cost in the region of £50-60k to do. Some kind of matched funding might improve the chance of it being considered. The Council will ask Cala Homes to contribute, as per their enquiry under item 5i ii.	Council to ask Cala Homes to contribute to path improvements.
	g	<u>To consider adding a contribution to the above path improvements to the Council's list for possible CIL expenditure</u> – this will be an item considered by the CIL Group.	For consideration by CIL Group.
	h	<u>Feedback from the ESALC AGM &amp; Conference</u> – noted.	
	i	<u>To approve the draft letter to Mims Davies MP, about housing developments in our area</u>	Agreed.
<b>9</b>		<b>Reports from District &amp; County Councillors, MP &amp; PCSO</b>	
	a	To note the election of Sue Morris as Wivelsfield's new District Councillor	Noted.
	b	To note any written reports received prior to the meeting	None received.
<b>10</b>		<b>Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting</b>	
	a	<u>Proposal from Westmeston Parish Council to write to our MPs to ask that they support all rural roads becoming 40mph roads</u> – the Council supported this in principle.	To support.
	b	<u>Response from Mims Davies MP re access to the tip</u> – the MP had reported that she is in discussions with the County Councils about this matter.	Noted.
	c	<u>Invitation to meet with the new East Sussex Pension Fund (ESPF) Employer Engagement Officers</u>	Noted.
	d	<u>Response from Highways via our County Councillor, re road condition around Wivelsfield Primary School</u> – despite the initial review of South Road following submission of the Council's community match appraisal request, showing degradation to the road surface, coloured sections and Belisha beacons,	Noted.

	e f	Highways have confirmed that only the Belisha beacons meet the threshold for repair. <u>Confirmation of the adoption of the East Sussex, South Downs and Brighton &amp; Hove Waste and Minerals Local Plan</u> <u>Request for an update about a path across the Village Green</u> – this is another project that will be considered by the CIL group. It was agreed that it would be helpful to have an idea of what CIL funding to expect when, from the developments in hand.	Noted.  To be considered by the CIL Group. Clerk to seek CIL info from LDC.
11	a b	<b>Items for Noting or Inclusion on Next Agenda</b> Protocol for who can use the Parish Council meeting room and when Future of the Wivelsfield News	
12	a	<b>Date of Next Meeting</b> Parish Council Meeting – 9 <sup>th</sup> December 2024	
13	a	<b>Staffing Matters</b> <b>Exclusion of the Press and Public</b> By virtue of the confidential nature of the business to be transacted, the Council may resolve to exclude the press and public for the following items (Public Bodies - Admission to Meetings - Act 1960). <u>To discuss pension arrangements</u> – it was agreed that the Chair would look into the possibility of the Council making an additional pension contribution for the Clerk, to make up for her years of service before the Council agreed to join the pension scheme.	

Appendix A

## Accounts for Payment for the Meeting of 4<sup>th</sup> November 2024

### Items Paid Since the Last Meeting – for Ratification

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
<b>General Expenditure</b>					
Tetrabyte	New desktop computer	772.91		1059	10 Oct 24
Tetrabyte	IT contract October 2024	155.03		1060	22 Oct 24
<b>Total expenditure since the last meeting</b>		<b>927.94</b>			

### New Items Approved for Payment at This Meeting

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
<b>General Expenditure</b>					
Salaries	November 24 Salary run - including back pay to 1 <sup>st</sup> April 2024 following National Pay Award	3,070.98	Bank transfer	1062	6 Nov 24
East Sussex Pension Fund	Pension contributions November 24	1,106.06	Bank transfer	1063	6 Nov 24
Lewes District Council	Car park & pavilion litter bin emptying Sept 24	48.00	Bank transfer	1064	6 Nov 24
Lewes District Council	Charters Gate dog bin emptying November 24	93.60	Bank transfer	1065	6 Nov 24
Lewes District Council	Play area & outdoor gym inspection November 24	36.00	Bank transfer	1066	6 Nov 24
Sage UK Ltd	November 24 Sage 50 Accounts subscription	100.80	DD	1067	18 Nov 24
Tetrabyte	IT contract November 2024	155.03	DD	1061	6 Nov 24
Adobe Systems	Adobe Acrobat Subscription November 24	19.97	DD	1068	7 Nov 24
Alun Gedrych Ltd	Drainage and surfacing at Church Lane car park	12,858.00	Bank transfer	1069	6 Nov 24
Wicksteed Leisure Ltd	Replacement ropes for trim trail	413.99	Bank transfer	1070	6 Nov 24
ESALC	Councillor Training – Sept 24	48.00	Bank transfer	1071	6 Nov 24
ESALC	Planning Training -Sept 24	48.00	Bank transfer	1072	6 Nov 24
George Parkin	2 <sup>nd</sup> instalment for map project artwork	1000.00	Bank transfer	1073	6 Nov 24
Sutcliffe Play	Crutch straps for baby swings (payment approved at meeting but invoice not received in time for November payments run)	173.23	Bank transfer	1074	18 Dec 24
Balfour Beatty	Community Match feasibility study	600.00	Bank transfer	1075	6 Nov 24
East Sussex County Council	Traffic surveys for South Road	1008.00	Bank transfer	1076	6 Nov 24
Process Matters 2 – David Chaffe	Data Protection Officer fee for year	180.00	Bank transfer	1077	6 Nov 24
<b>Total General Expenditure</b>		<b>20,959.66</b>			

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