



## Minutes of the Parish Council Meeting Held on Monday 6<sup>th</sup> February 2023

7pm, Renshaw Room, Wivelsfield Village Hall

<b>Agenda Item</b>		<b>Description</b>	<b>Resolved</b>
<b>Present:</b>		Parish Councillors I Dawson (Chair), H Martin (Vice-Chair), C Broad, D Cumberland, I Haffenden, R Morris and S Morris. Liz Gander (Clerk), District Councillor Bikson and one member of the public.	
<b>Open Forum:</b>		Some concern was expressed at the apparent lack of planning enforcement from Lewes District Council.	
<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 County Councillor Milligan who had work commitments.	
<b>2</b>	a b	<b>Declarations of Members' Interests</b> <u>To receive declarations of interest from Councillors on items on the agenda</u> – a personal interest was declared for agenda item 5b by the Chair, who is part of the Village Day organising committee. To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests	Personal interest noted.  Noted.
<b>3</b>	a	<b>To Approve the Minutes of:</b> The Parish Council Meeting held 16 <sup>th</sup> January 2023	Minutes agreed & signed.
<b>4</b>	a b c d e	<b>Planning Matters</b> There were no new applications to consider, but the Council noted the following planning decisions from Lewes District Council.  <b>Notices of Planning Consent</b> (for information only) <u>LW/22/0691 - Land North Of More House Farm, Ditchling Road</u> - Retrospective change of use of agricultural land to dog walking compound <u>LW/22/0762 - 28 Downsview Drive</u> - Erection of single storey side and rear extension <u>LW/22/0661 - 39 Charlwood Road</u> - Single storey side extension and paving of driveway <u>LW/22/0773 - 35 Ridgeway</u> – erection of rear dormer and installation of 3 roof lights at front elevation  <b>Other Planning Matters</b> <u>Springfield Industrial Estate - bus shelters for the B2112</u> – the Clerk had given the Guinness Partnership details of the bus shelter company used previously for other shelters in the Parish, for uniformity. The Council	All noted.       Preferred shelter suggested to the

	f	<p>agreed that the relatively exposed locations of the proposed shelters on the B2112 required a more enclosed type of shelter than those on Green Road and South Road, so the 'Snowdon' shelter had been proposed to the Guinness Partnership.</p> <p><u>Local connection query in relation to properties at Shepherds Close</u> – one of the shared ownership properties at Shepherds Close is currently on the market, but the estate agent listing makes no mention of the requirement for a local connection that was imposed when this rural exception site was given consent. The Clerk checked with Hastoe Housing Association and confirmed that the local connection criteria are still being applied.</p>	<p>Guinness Partnership.</p> <p>Continued use of local connection criteria confirmed.</p>
5	a b c	<p><b>Financial Matters</b></p> <p><u>General Finance</u></p> <p><u>To approve items of expenditure</u> – the Council approved payment of nine items, totalling £3684.48 (see Appendix A for details), along with a grant under item 5b below.</p> <p><u>To consider a grant application for Village Day 2023</u> – in order to help with the return of Village Day, and in line with a commitment made by the Council during covid to put aside some money ready for when Village Day was able to resume, the Council approved a larger than normal grant for this event, of £4,500.</p> <p><u>To note that an invitation to apply for grants has gone out to local clubs</u></p>	<p>Payments approved.</p> <p>£4500 grant approved for Village Day.<sup>1</sup></p> <p>Noted.</p>
6	a b c d	<p><b>Clerk's Report</b></p> <p><u>Actions list</u> – no particular updates.</p> <p><u>Annual Parish Meeting (APM) preparation</u> – A date of Wednesday 8<sup>th</sup> March was confirmed for the APM. It was agreed to change its format, so that the majority of the evening is focussed on promoting local clubs and groups, with a short, pared-down meeting later on (without the speakers that we have had in previous years). The Council will provide free tea/coffee and cake and discussed the possibility of offering a prize draw for attendees.</p> <p>As some of the feet for display boards went missing during the Hall's refurbishment, the Council agreed a budget of up to £200 to replace them.</p> <p><u>Emergency planning</u> – it was agreed to hold an emergency plan working group meeting on Tuesday 20<sup>th</sup> June.</p> <p><u>To consider the distribution of keys for the Parish Council garage</u> – former councillors and handyman to return keys and keys to be issued instead to new councillors.</p>	<p>Date, format of the meeting and expenditure on display board feet agreed.</p> <p>Meeting agreed for June.</p> <p>Key distribution agreed.</p>
7	a	<p><b>Reports from Councillors</b></p> <p>Feedback and actions arising from the Visioning session held on 26<sup>th</sup> January – Councillors had gone through items on the Council's aspirations list. The next stage is to come up with a definitive plan, but in order to do this it was felt that community feedback is needed to check:</p> <ul style="list-style-type: none"> <li>• If the ideas put forward have community support</li> <li>• If there's anything the Council has missed</li> <li>• What the community's priorities are, in order to help define a plan for the delivery of different projects</li> <li>• Whether residents would support a re-branding of the Council, to replace the name 'Parish Council' with something like 'Community Council'.</li> </ul>	<p>Consultation to be undertaken at the Annual Parish Meeting and Village Day.</p>

<sup>1</sup> Under the power to provide entertainment - Local Government Act 1972, s.145

	b	<p>It was agreed to undertake some initial consultation at the Annual Parish Meeting, and to follow this up with a stall at Village Day. Analysis of the results of these consultations will allow a 3-5 year plan to be drawn up.</p> <p><u>Report from site visit to the bridleway near St George's</u> – the bridleway was a lot drier during the visit than it has been recently, but there were still clearly some areas which it would be difficult to cross eg with a pushchair.</p> <p>Residents present at the meeting had expressed a desire both to have somewhere else (away from the road) to walk safely and for the footpath/bridleway to be upgraded to a shared use path, able to link up to the Burgess Hill Green Circle. Various questions, for which answers need to be found, were identified during the meeting, which the Ditchling and Wivelsfield Clerks will pursue.</p>	Clerk to do some fact-finding.
8	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p> <p>g</p> <p>h</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 the Parish Council's support of another scarecrow festival this year, to be held in May</u> - The Council had no objection to this, provided that the guidance provided by East Sussex Highways previously is followed.</p> <p><u>Sussex Police – summer road safety briefing invitation</u>. One representative per Council. Monday 13<sup>th</sup> March, 6-7pm</p> <p><u>Letter from the Secretary of State regarding King Charles III's Coronation</u> – the Council to look at the full guidance for the bank holiday Monday when it's available, as this day is being pitched as an opportunity to promote community volunteering.</p> <p><u>CPRE Sussex newsletter &amp; request to respond to the Government's Levelling Up and Regeneration Bill</u> – the Council will be meeting to discuss its response to the Levelling Up Bill consultation at a working group meeting later this week.</p> <p><b>Additional Correspondence Received Since Publication of the Agenda</b></p> <p><u>Request from Wivelsfield School PTA wishing to hold an Easter trail around the village</u> – the Council had no objections to this, subject to sensible safety precautions being taken and any relevant guidance from East Sussex Highways being adhered to.</p> <p>Monthly report from Maria Caulfield MP.</p> <p>Information on a funding opportunity for community projects.</p> <p><u>Rural verges as wildlife corridors</u> – East Sussex Highways had written to consult with parishes on a proposal to roll out a bigger trial of reduced rural verge cuts:</p> <ul style="list-style-type: none"> <li>• "Only visibility cuts undertaken around May/June</li> <li>• A single one metre swathe with visibility cuts in the Autumn</li> </ul> <p>This change means that ESCC would not cut rural verges in the trial areas (except for visibility) during the flowering season and when it is the most beneficial time for pollinators so they can act as wildlife corridors. Flowering plants are then be able to complete their lifecycles and set seed, providing further biodiversity benefits."</p> <p>The Parish Council was keen to support this and to participate in the trial.</p>	<p>No objection.</p> <p>Cllr Cumberland to attend. Council to consider guidance for bank holiday Monday.</p> <p>To be discussed.</p> <p>No objections.</p> <p>Noted. Noted.</p> <p>To agree to take part in the trial of reduced rural grass cuts.</p>
9	<p>a</p> <p>b</p>	<p><b>Items for Noting or Inclusion on Next Agenda</b></p> <p>Wivelsfield News content.</p> <p>Ownership of village hall and recreation ground.</p>	
10	a	<p><b>Date of Next Meeting</b></p> <p>Monday 6<sup>th</sup> March 2023 – Parish Council Meeting</p>	

The meeting closed at 8.36pm.

Accounts for Payment for the Meeting of 6<sup>th</sup> February 2023

## Items Approved for Payment at the Meeting

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
<b>General Expenditure</b>					
Salaries	Feb 23		2305.31	Online	713
East Sussex Pension Fund	Pension contributions Feb 23		865.73	Online	714
Lewes District Council	Outdoor Gym & Play Area Inspection Feb 23		36.00	Online	715
Lewes District Council	Charters Gate Way Dog Bin Emptying Feb 23		93.60	Online	716
Lewes District Council	Litter bin emptying pavilion and car park – January 22		42.00	Online	717
Transparity Solutions Ltd	Jan 2023 Office 365 Subscription – with adjustment for December 22		55.34	Online	718
Sage UK Ltd	Feb 23 Sage 50 Accounts subscription		86.40	DD	719
Trident Computers UK Ltd	IT contract March 23		60.60	Online	720
DM Payroll Services Ltd	Payroll administration Oct 22 – March 23		139.50	Online	721
<b>Total Expenditure</b>			<b>3684.48</b>		