



Minutes of the Parish Council Meeting Held 7th April 2025

7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item		Description	Resolved
Present:		Parish Councillors H Martin (Chair), D Cumberland (Vice-Chair), I Haffenden, J Keeley, R Morris, S Morris & N Silverman. L Gander (Clerk) and five members of the public.	
1	a	Apologies for Absence Councillor Turner had tendered his apologies for the meeting, as he was away.	Apologies accepted.
2	a b	Declarations of Members' Interests <u>To receive declarations of interest from Councillors on items on the agenda</u> – Cllrs R & S Morris noted their membership of the 'No to WivelsTown' group. To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests	Noted.
3		Public Forum One resident lamented that there are applications for nearly 400 new homes upcoming, whereas, when the Neighbourhood Plan was prepared, the Springfield site for 30 homes was meant to 'see the Parish good' until 2030. A question was asked about the Community Infrastructure Levy (CIL) and how it can be used to benefit the Parish. The Chair advised that the Council is expecting around £500k in CIL contributions from developments already in progress over the next few years. There is a Community Infrastructure Working Group looking at what we can do with it, taking into account suggestions from the community gained through recent consultation and other ideas received. Key aims are to work with the Village Hall Management Committee, to improve and add to facilities at the green, with a potential long-term goal of redeveloping the sports pavilion. A question was asked about whether CIL could be used to improve bus services. The Chair believed that it could, in principle. The surface of Green Road was said to be a disgrace, with the sunken manhole covers and potholes being such that it knocks cars out of cruise control. Our District Councillor advised that this is not a Parish or District responsibility, but that she has been going backwards and forwards for the last six months, (in some cases following up on things nine or ten times), trying to get a number of issues with the roads addressed. One of the issues had been that Highways would close cases without them being resolved, so our District Councillor has now secured agreement to reopen them.	

		<p>The road between the shop and the roundabout, which needs re-lining, is said to have been logged as a category four defect, which should be dealt with within six months. It is hoped that, in order to sensibly undertake the re-lining, at least some areas will be resurfaced, (not least because, as of 1 April, more funding has been allocated to Highways for road repairs), however the extent of any planned work is not known.</p> <p>Attention was also drawn to the damage that is being done to bollards and kerb sets by big construction lorries travelling through the village. A member of the Council said he has been trying to identify where the lorries are going to, in order to get this stopped (since the village is a no through route for vehicles over 7.5t). However, having contacted building sites in Chailey and Plumpton, they had both denied the lorries as coming from them. People were encouraged to log details of the construction vehicles, including company, registration, direction, dates, times and – if someone happened to spot them turning off into a building site – where they are going.</p> <p>Another resident mentioned the Appeal lodged for Land Northeast of Brook Lodge and asked for the Parish Council's continued support in objecting to it. The Chair advised that the Planning Inspector will receive all original comments to the application, so unless there is anything new to submit, writing for the sake of it could be unnecessary duplication. It was pointed out that the National Planning Policy Framework (NPPF) against which applications are now being judged, has been updated, which may have an impact on the result. However, a councillor pointed out that key changes are around sustainability, which would be hoped to work in our favour.</p> <p>Thanks were expressed for the grant awarded to Wivelsfield Films.</p> <p>The Council was advised that the batteries for the speed indicator device (SID) may be coming to the end of their life, as the number of days over which they hold their charge has reduced. It was noted that the Council previously approved purchasing a solar kit for the SID, however it had transpired that it wasn't straight forward to purchase and install one, owing to the type of posts at the currently approved SID sites. (Both have road signs on them, affixed to the top of the post, meaning that there is no space to attach a solar kit).</p> <p>A resident who had previously approached the Council, in principle, about obtaining a small grant to run some VE day celebrations/commemorations, advised that they plan to run two or three events and handed over a grant application form. The Clerk was asked to review it and consider whether support can be offered as requested.</p>	<p>The Clerk to look into the costs of replacing the SID batteries.</p> <p>Clerk to review grant application form and agree support if appropriate.</p>
4	a	<p>To Approve the Minutes of: The Parish Council meeting held 3rd March 2025</p>	Approved & signed.

5		<p>Planning Matters</p> <p>The Council considered the new applications listed below and others that had been received between the publication of this agenda and the meeting</p> <p>a <u>LW/25/0056 – Cads, Valebridge Road</u> - Erection of freestanding car port with integral cycle and refuse and recycling storage. (Case Officer: James Emery).</p> <p>b <u>LW/25/0121 – 6 Farncombe Close</u> - Replacement of conservatory with single storey rear extension. (Case Officer: Ella Rigluth).</p> <p>c <u>LW/25/0120 – 8 Coppards Close</u> - Removal of existing rear conservatory, double hip to gable roof extension, rear dormer and loft conversion. (Case Officer: Ella Rigluth). .</p> <p>d <u>LW/25/0071 - Land East Of Lunce's Hill, Haywards Heath</u> - Outline Planning Application - Erection of up to 130 dwellings, together with the change of use of an existing barn for a flexible community and/or commercial use, along with associated outdoor space and landscaping, drainage infrastructure, hard and soft landscaping, parking, access and associated works (all matters reserved except for access). (Case Officer: James Emery).</p> <p>The Council resolved to strongly object to the application, for a myriad of reasons, including – but not limited to – the fact that the site is outside the development boundary, not in the neighbourhood plan and is on a greenfield site. Many other arguments exist in relation to the cumulative impact of development, sustainability, and lack of infrastructure (including access to doctors, dentists and school places), as well as flooding/drainage concerns and impact on the road network, landscape and wildlife.</p> <p>The Council agreed to engage Troy Planning (who did the work for the recent Taylor Wimpey application and already have a good working knowledge of key issues facing the community) to put together an objection on its behalf.</p> <p>It was noted that East Chiltington and Ditchling Parish Councils have both objected to the proposals already. The Clerk will write to Haywards Heath Town Council (HHTC) to seek their views.</p> <p>Additional Applications Received and Considered at the Meeting</p> <p>e <u>LW/25/0178 - Keepers, Valebridge Road</u> - Construction of 1no. dwelling with attached garage. Case Officer: James Emery. The Council resolved to object to this application on the grounds of overdevelopment, lack of amenity space and the extra traffic it would generate onto an already extremely busy road.</p> <p>f <u>LW/25/0128 – Land to the rear of Chideok</u> – erection of 2no. dwelling-houses with detached garages and associated landscaping. (Case Officer: James Smith). The Council resolved to object to this application, just as it had objected to the previous application for two homes on this plot (LW/21/0020), as it considers the proposals overdevelopment of the site.</p> <p>Notices of Planning Appeals Received</p> <p>g <u>APP/P1425/APP/P1425/W/25/3360915 - Land Northeast Of Brook Lodge, Theobalds Road</u> - Erection of a 4 bed dwelling with detached garage, associated access and landscaping. The appeal will be dealt with via written representations.</p> <p>h <u>APP/P1425/D/25/3361523 - Springbank, Slugwash Lane</u> - Hipped to gable roof extension with raising of roof pitch, addition of two storey side extension and alterations to existing rear fenestration. The appeal will be dealt with via written representations. All correspondence previously received by Lewes District Council about this application will have been forwarded to the Planning Inspectorate. Any additional information must be sent to the Planning Inspectorate by 25th April, quoting the application reference above.</p>	<p>To support.</p> <p>To support.</p> <p>To support.</p> <p>To strongly object to the application.</p> <p>To appoint Troy Planning to put together a representation on the Council's behalf.</p> <p>The Clerk to contact HHTC.</p> <p>To object for the reasons cited.</p> <p>To object on the grounds of over-development.</p> <p>It was agreed to reiterate the objection made previously.</p>
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	s t u v	<p>the Council looks to run, or facilitate the running of, a mental health survey in Wivelsfield. Prior to making any decisions about this, the Council asked RM to provide a copy of the type of survey proposed, for consideration.</p> <p><u>To consider engaging Troy Planning to make representations, on the Council's behalf, for upcoming larger scale planning applications</u> – awaiting further information about likely costs. The Council requested the Clerk to ask for a copy of the advice given by the barrister, whom Troy Planning had engaged to review the submission for LW/24/0820.</p> <p><u>To discuss the lack of effective planning enforcement in the Parish</u> - whilst historically, planning enforcement appears to have been lacking, the current Enforcement Officer for the Parish, who attended the recent meeting with Cala Homes, appears to be proactive. The Council agreed to draw up a list of ongoing issues to forward to the Enforcement Officer for review.</p> <p><u>To ratify the comments made in respect of the S278 highways works on Ditchling Road</u> – further to comments received from residents that live along Ditchling Road, the Clerk had submitted concerns to East Sussex Highways regarding the impact of the proposed highways works on access to the water treatment works, and to a property due to be by the proposed traffic island, that needs deliveries of oil.</p> <p><u>To discuss whether the Council would like Action in Rural Sussex to present the findings of the recent Housing Need Survey at a meeting</u> – this was not felt necessary as the report is self-explanatory.</p>	<p>a mental health survey for consideration.</p> <p>To request copy of barrister's advice.</p> <p>Draw up list of enforcement issues to send to LDC.</p> <p>Ratified.</p>
6	a b i ii	<p>Financial Matters</p> <p><u>To approve this month's payments and to note and ratify items paid since the last meeting</u> – the Council ratified four payments made since the last meeting, totalling £600.18, and approved a further twenty-seven payments, totalling £29,447.96. The overall value of payments this month was much higher than normal, owing to several factors, including: the payment of grants awarded to local organisations for this financial year, payment of the 2024-25 street lighting energy and maintenance contract and payment of the final sums due for the Housing Needs Survey and planning representation for LW/24/0820.</p> <p><u>Request from the Community Infrastructure Working Group for funds to:</u></p> <ul style="list-style-type: none"> <u>engage a consultant to create a vision/layout /alternative options for facilities and landscaping at the green</u> – the Council had found a company to work with that would do this free of charge. <u>put together some publicity/consultation material in respect of possible CIL projects, ready for public engagement at and around Village Day</u> – this was agreed in principle and it was noted that the Clerk can authorise spending of up to £500, to facilitate this. 	
7	a b	<p>Updates on Matters Discussed at Previous Meetings (not included elsewhere on the agenda)</p> <p><u>CIL receipts from proposed development on land South of Green Road</u> – LDC had confirmed that, although the impact of the proposed Taylor Wimpey development would all fall upon Wivelsfield, CIL payable by the developer for the bottom fields which fall within Westmeston, would have to go to Westmeston Parish Council if the application were to be approved. It was noted that it might be possible to come to some arrangement with Westmeston PC to allow for money to be spent within Wivelsfield.</p> <p><u>Queries re allotments, community orchard and road names at Cala Homes site</u> - SM is still trying to arrange a meeting.</p>	

	c	<u>Rights of Way Access Plan</u> – consultation deadline for parish councils (only) extended to 11 th April – Clerk to submit response on behalf of PC, based upon Councillor response received.	Clerk to submit response.
8	a	Clerk's Report <u>To review and consider the findings of the annual play area inspection, including assessment of play value and life span</u> – the Clerk, Chair and Cllr Silverman to meet later this week to discuss.	
	b	<u>Update re temporary SID sites</u> – the Clerk has still been unable to arrange a meeting with the licencing officer to look at sites. It was suggested that the Clerk copy our County Councillor into correspondence.	
	c	<u>Green Road bus shelter</u> – as for 8b above, the Clerk is awaiting a meeting with the licencing officer in order to be able to progress the replacement of this shelter.	
	d	<u>Map project</u> – it was agreed to go ahead and get the map boards ordered.	Order boards.
	e	<u>Football wall & basketball court</u> – following concerns expressed by the Village Hall Management Committee regarding the impact of putting hardstanding in front of the football wall on the cricket boundary, the Council resolved to go ahead and have the targets painted onto the football wall, and the work done to the basketball court, but to leave the hardstanding, pending further discussion with the Management Committee, in the hope of finding a mutually agreeable solution.	Progress with work other than the football wall hardstanding.
	f	<u>Confirmation of data back-ups</u> – the Council's IT provider had confirmed that, in addition to the back-ups made within Office 365 and Sage 50 Accounts, additional back-ups are made and retained as part of the IT support contract. The Council agreed to the old laptop and desktop being wiped by our IT contractor and offered to the Primary School.	
	g	<u>Footbridge from the green, to Green Park Corner</u> – a quote had been received for replacing the bridge and making is sloped, to do away with the more pronounced incline at the Hall end. This was a more expensive option than having the Monday Group simply replace the bridge on a like-for-like basis, so councillors said that they would have a look at the existing bridge after the meeting and reach a conclusion as to whether this would be of benefit.	Councillors to review proposed approach.
9	a	Reports from Parish Councillors <u>Feedback from a meeting of the Community Infrastructure Working Group</u> – the initial working group meeting had proved positive and the Village Hall Management Committee representatives are keen to be involved. The Group is working towards being able to present some options to the community at Village Day on 12 th July. There will be a second meeting in May, to agree the areas of the green to be looked at for additional/enhanced facilities and then another in June to finalise plans before Village Day.	The Council was supportive of this approach.
	b	<u>To adopt the Terms of Reference proposed by the Community Infrastructure Working Group</u>	Agreed.
	c	<u>Website update</u> – the new website provider has made all the requested changes and the site is pretty much ready to go live.	
	d	<u>To discuss a protocol for use of the Parish Council's meeting room</u> – the Council agreed to adopt the draft protocol, as presented.	Protocol agreed.
	e	<u>Feedback from the devolution briefing held in Newhaven on 14th March</u> – the briefing had been useful, with the differences between devolution and local government reorganisation being explained. Crucially, Town and Parish Councils will remain unchanged.	
	f	<u>To agree a date for the next community litter pick</u> – a date of 28 th June was proposed.	Next litter pick date agreed.

10	a	<p>Reports from District & County Councillors, MP & PCSO</p> <p>District Councillor Morris gave a verbal update that she had been in touch with the Chief Executive of East Sussex County Council to ask about school places. The new housing developments in progress will generate an estimated 24 additional children and there is a big question mark over where they will be able to go, with Wivelsfield Primary School being at capacity.</p> <p>Councillor Morris is also pursuing access to the Burgess Hill tip for Wivelsfield residents, but has so far just received a holding response.</p>	
11	<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>i</p>	<p>Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting</p> <p>Sussex & Brighton devolution consultation. Consultation ends 13th April 2025</p> <p>Lewes District Housing Allocations Policy Consultation – consultation period ends 5pm, Friday 18th April 2025</p> <p>Update from Chief Executive of ESCC on local government reorganisation.</p> <p>Lewes District Draft Air Quality Action Plan consultation. Consultation deadline 5pm, Friday 15th May.</p> <p>Email from John Kay of CPRE, suggesting that we enlist the support of our MP and the media given the number of speculative planning applications besieging Wivelsfield. The No to WivelsTown group has been doing this.</p> <p>Invitation from LDC to take part in an annual climate and nature forum.</p> <p>Email from a communications company working for Sigma Homes - asking for an informal conversations re Land South of South Road.</p> <p>Action Challenge – notification of a London to Brighton running/walking event coming through Wivelsfield on 24-25th May and using Wivelsfield Primary School as a rest stop.</p> <p>Sussex Police Rural Crime Team – street surgery invitation. The Council agreed that it would be good to invite the Rural Crime Team to host a street surgery in Wivelsfield. The Clerk to suggest Village Day on 12th July as the ideal day for them to attend if possible.</p>	<p>Councillors were invited to reply individually to consultations a, b & d.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted but declined.</p> <p>Noted.</p> <p>To request a street surgery.</p>
12	a	<p>Items for Noting or Inclusion on Next Agenda</p> <p>To ratify an informal agreement made to support a VE day exhibition being run by a member of the community.</p>	
13	<p>a</p> <p>b</p>	<p>Date of Next Meetings</p> <p>Annual Parish Meeting – Wednesday 7th May 2025</p> <p>Parish Council Meeting – 19th May 2025</p>	

Accounts for Payment for the Meeting of 7th April 2025**Items for Payment Approval**

Items paid since the last meeting for ratification

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
General Expenditure					
Tetrabyte	IT contract February 2025	155.03	DD	1143	26 Mar 25
Tetrabyte	IT contract March 2025	155.03	DD	1144	4 April 25
East Sussex National	Gift from Chair's Fund	103.99	Card Payment	1145	28 Mar 25
BT	Quarterly phone & broadband	186.13	DD	1146	27 Mar 25
Total		600.18			

New Items Approved for Payment at the Meeting

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
		£			
General Expenditure					
Salaries	April 25 Salary run	2,638.62	Bank transfer	1147	11 April 25
East Sussex Pension Fund	Pension contributions April 25	933.85	Bank transfer	1148	"
Lewes District Council	Charters Gate dog bin emptying April 25	93.60	Bank transfer	1149	"
Lewes District Council	Play area & outdoor gym inspection April 25	36.00	Bank transfer	1150	"
Lewes District Council	Quarterly dog bin emptying 1 Apr – 30 Jun 25	655.20	Bank transfer	1151	"
Lewes District Council	Quarterly litter bin emptying 1 Apr – 30 Jun 25	93.60	Bank transfer	1152	"
Lewes District Council	Car park & pavilion litter bin emptying Feb 25	38.40	Bank transfer	1153	"
Lewes District Council	Car park & pavilion litter bin emptying Mar 25	38.40	Bank transfer	1154	"
Sage UK Ltd	April 25 Sage 50 Accounts subscription	100.80	DD	1155	16 April 25
Adobe Systems	Adobe Acrobat Subscription April 25	19.97	DD	1156	7 th April 25
EAC Software	Website hosting March 25 – March 26	156.00	Bank transfer	1157	11 April 25
E Gander	Reimbursement for train fare – devolution briefing in Newhaven	18.99	Bank transfer	1158	"

Payee	Expenditure	Total	Payment Type	Voucher Ref	Date of Payment
ESCC	Street lighting energy and maintenance 2024-25	5,656.12	Bank transfer	1159	11 April 25
Wivelsfield Tea Club	Grant	500.00	Bank transfer	1160	"
Wivelsfield Films	Grant	500.00	Bank transfer	1161	"
Wivelsfield Church	Churchyard maintenance grant	2500.00	Bank transfer	1162	"
Wivelsfield School PTA	Grant towards outdoor climbing frame	4000.00	Bank transfer	1163	"
The Monday Group	Grant towards maintenance of footpaths in the Parish	500.00	Bank transfer	1164	"
Action in Rural Sussex	Final (50%) payment for Housing Needs Survey	3,258.88	Bank transfer	1165	"
Troy Planning	Preparation and submission of representation against LW/24/0820	3,600.00	Bank transfer	1166	"
Balfour Beatty	Replacement lantern, Strood Gate - Column A	679.27	Bank transfer	1167	"
Balfour Beatty	Replacement lantern, Downsview Drive - Column F	679.27	Bank transfer	1168	"
ESALC Limited	Annual subscription to ESALC & NALC	849.64	Bank transfer	1169	"
Wivelsfield Village Hall	Hire of the Renshaw Room for meetings, April – June 25	116.00	Bank transfer	1170	"
Tetrabyte	IT contract April 25	149.35	DD	1171	10 th April 25
RJ Playgrounds	Playground repairs & weeding of gym surface	1536.00	Bank transfer	1172	11 April 25
Tates Garden Centre	Gift from Chair's Fund	100.00	Card Payment	1173	19 May 25
Total General Expenditure		29,447.96			

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