



Minutes of the Parish Council Meeting Held Monday 7<sup>th</sup> March 2022  
7.30pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item	Description	Resolved
<b>Present:</b>	Parish Councillors I Dawson (Chair), H Martin (Vice-Chair), I Haffenden, N Dutt, R Morris & S Morris. County Councillor Milligan, District Councillor Bikson, Liz Gander (Clerk) and eight members of the public.	
<b>Open Forum:</b>	<p>One resident asked if there was an update on either of the recent big planning applications (Land East of Ditchling Road and Land opposite South Cottage, South Road). The Chairman outlined a meeting that the Council held recently with the planning officer for the Ditchling Road site, at which the Council emphasised the many objections that exist and the site's lack of sustainability. The Chair explained however, that unfortunately, as the Lewes District Local Plan is now considered out of date, its policies, and those of the Wivelsfield Neighbourhood Plan hold less weight, the number of houses that the District is meant to accommodate has gone up and the presumption in favour of sustainable development applies.</p> <p>Residents and councillors alike shared their frustration that all the work which went into the Neighbourhood Plan should be nullified by the District Plan being out of date. Disappointment was also expressed at the delay in getting the Local Plan updated and that the 'Standard Method' of calculating housing numbers has to be adopted until the Local Plan preparation is done. A group of local parish councils have recently written to the Government to object to the Standard Method and the impact this is having on our area, and particularly the loss of greenfield sites. It is immensely frustrating that the Local Plan process does not allow for the constraints of our area to be taken into account during the plan-making process, to allow housing numbers to be reduced.</p> <p>It is anticipated that the two large planning applications mentioned above will be heard at one of the two District Council Planning Committees in April. The Parish Council and members of the public are able to register to speak at the Committee meeting.</p> <p>The local Community Speed Watch Co-ordinator asked whether the Parish Council or Highways would be willing to help with the cost of purchasing a new speed gun at around £1300. Clerk to send copy of grant form.</p> <p>County Councillor Milligan mentioned a £750k pot of money available in the Highways budget for road safety projects (which does not require matched funding).</p>	

		<p>District Councillor Bikson said that she has been talking to Lewes District Council (LDC) about getting some CCTV for Hundred Acre Lane, where fly-tipping is proving a problem.</p> <p>Residents queried when lights would be put up along the front of the Village Hall, as it is very dark at night when walking along to the Renshaw Room. The Chair believed that both the installation of lights and removal of the post in the middle of the path are on the snagging list.</p> <p>Finally, there was a query about the paths in West Wood. The Chair had had a further conversation with the owner, who had said that his concerns about people walking away from the official footpath and bridleway included them disturbing ground nesting birds, lighting fires and being disrespectful to the environment and that he also has people shooting in the woods, so public safety is an issue if people stray from the permitted paths. There was talk of a possible permissive path at the northern boundary.</p> <p>It was suggested that an application could be made to register the network of other paths which residents have used for decades.</p>	
1		<p><b>Apologies for Absence</b> Apologies had been received from Maria Caulfield MP and it was understood that Councillor Pascoe was away.</p>	
2	<p>a</p> <p>b</p>	<p><b>Declarations of Members' Interests</b> To receive declarations of interest from Councillors on items on the agenda. Cllr Haffenden advised that the property referred to under item 4f belongs to his neighbour.</p> <p>To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests</p>	<p>Cllr Haffenden declared an interest in 4f.</p> <p>None noted.</p>
3	a	<p><b>To Approve the Minutes of:</b> The Parish Council Meeting held 7<sup>th</sup> February 2022</p>	Deferred to next meeting.
4	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p>	<p><b>Planning Matters</b> <b>New planning applications considered at the meeting</b> <u>LW/22/0058 – Nettles, Green Road</u> - Demolition of existing attached residential garage, replacement with new attached single storey clinic on garage footprint. (Case Officer: Rita Burns).</p> <p><u>LW/21/1010 &amp; LW/21/1011 – Pepper Hall, Green Road</u> - Planning Application &amp; Listed Building Consent Application - Erection of stables with tack room and feed store, exercise area with timber enclosure and extension of access road. (Case Officer: James Emery)</p> <p><u>LW/22/0097 – Green Park Farm, Green Road</u> - Conversion of existing barn to C3 Dwelling under The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2 Part 3 Class Q. (Case Officer: James Emery).</p> <p><u>LW/22/0091 – Unit 3, Home Farm, Slugwash Lane</u> - Conversion of existing building and erection of 1 no dwellinghouse. (Case Officer: James Smith). To object as the site is outside the planning boundary.</p> <p><u>LW/22/0065 – Wivelsden Farm, North Common Road</u> – erection of an agricultural barn. (Case Officer: Julie Cattell)</p> <p><b>Tree Works Application</b> <u>TW/22/0009/TPO – 19 Charlwood Road</u> - T1 &amp; T2 Oak - Removal of deadwood, thinning of epic or mic growth and crown reduction by 2m to</p>	<p>To support the application.</p> <p>To make a neutral response.</p> <p>To submit a neutral comment.</p> <p>To object as detailed.</p> <p>To support the application.</p> <p>To support the application.</p>

		<p>previous points. (Case Officer: Nick Jones). Councillor Haffenden refrained from voting on this item.</p> <p><b>Notices of Planning Approval Granted</b> (for information only)</p> <p><u>LW/21/0993 &amp; 0095 – Pepper Hall, Green Road</u> - Planning Application and Listed Building Application for the erection of front single storey 2 bay oak frame garage with secure storage, clay pitched roof and increase of on-site parking area.</p> <p><u>LW/21/0724 Lakedene, Theobalds Road</u> - Alterations to existing house, front, rear, side and roof extensions with balconies, detached pool house to rear and associated landscaping works.</p> <p><u>LW/22/0005 - 25 Green Park Corner</u> - Installation of rear dormer extension.</p> <p><b>Refusal of Application for Certificate of Lawful Use or Development</b></p> <p><u>LW/22/0010 – 53 Downsview Drive</u> - Erection of single storey rear extension with 3 no. rooflights.</p> <p><b>Other Planning Matters</b></p> <p><u>Response from Lewes District Council re enforcement issues</u> – the Parish Council had received a disappointing response from LDC. The Clerk to seek a copy of their policy on enforcement.</p>	
5		<p><b>Financial Matters</b></p> <p><u>General Finance</u></p> <p><u>To review and authorise items for payment</u> – the Council ratified payment of one item of £519, paid since the last meeting, and a further eighteen items totalling £15,061.98. (see Appendix A for more detail).</p> <p>Notification of national pay award for Clerks, to be backdated to 1 April 2021.</p> <p><u>To review grant applications received and agree on the grants to be awarded for the forthcoming financial year</u> - It was agreed to award a grant of £2500 for churchyard maintenance and £700 for cricket pitch maintenance.</p> <p><u>To ratify submission of an Expression of Interest form for CIL, for completion of the Hall Project</u> - Councillor S Morris was thanked for taking the initiative and doing the work to complete the CIL bidding form.</p> <p><u>Financial Matters Relating to the Hall Improvement Project</u></p> <p><b>Exclusion of the Press and Public</b></p> <p>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).</p> <ul style="list-style-type: none"> <li>• <u>The contractor's application for an extension of time.</u></li> </ul> <p>Discussion on this subject was left to the end of the meeting when members of the public left, rather than having to exclude them for a period.</p> <p>Discussions are ongoing around final costs. The Council agreed to a 50:50 split on the cost of the window in the council's meeting room which had been missed off the original window schedule and therefore not included within the original contract sum.</p> <p>It was agreed to pay RLF for an additional month's work on top of the quote (and revised sum) previously agreed. Since it now appears that the final bills for the contract will be payable in the new financial year, (when additional CIL funding from developer contributions is expected), it was agreed to use these predominantly (as they are intended specifically for funding infrastructure), rather than having to dip significantly into the Council's other earmarked reserves.</p>	<p>Clerk to seek a copy of LDC's policy on enforcement.</p> <p>Payments approved.</p> <p>Noted.</p> <p>Two grants agreed.</p> <p>Submission ratified.</p> <p>50:50 split on cost of window agreed.</p> <p>April CIL receipts to be used to cover remaining contract sums.</p>

6	<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>j</p>	<p><b>Clerk's Report</b></p> <p><u>Actions list</u> – it was suggested that, in the next Wivelsfield News, the Council puts out a call for volunteers to help with small projects.</p> <p><u>To review and approve the Wivelsfield Recycling Day risk assessment.</u></p> <p><u>Feedback from ESALC Clerks' forum on 8 Feb.</u> Key information coming out of the Clerks' Forum included: confirmation of the uplift in the S137 spending limit for 2022-23, up from £8.41 to £8.82 per elector. Plus, Clerks were advised that parish councils do not currently have the power to provide electric vehicle charging points, although I Davison (Solicitor) said that he felt that if councils own village halls and car parks, he doesn't see why we shouldn't, as part of the provision of those facilities.</p> <p><u>To agree agenda items for the Strengthening Local Relationships meeting with Highways to be held on 18<sup>th</sup> March</u> – it was agreed to include queries about the extra Highways safety funding pot, the state of the mini roundabout, locations for a temporary speed indicator device, reinstatement of damaged verges and the possibility of having build-outs through the village to slow traffic.</p> <p><u>Advice for planting trees on the Village Green, in place of the Horse Chestnuts felled last year</u> – the contractor used to maintain trees at the green had advised not to plant more Horse Chestnuts as they are suffering with a bacterial infection. He further advised that tree planting should only take place between November and January. The Council suggested that perhaps cherry, beech, field maple or lime would be good alternatives, but resolved to ask the tree man for his advice as to the most appropriate species for that location.</p> <p><u>Change of date for the Annual Parish Meeting (APM)</u> – in order to have Alex Orchin come along to the APM to give a talk on his journey from John O'Groats to Lands End in his Peel P50 for Children in Need, the date for the APM has been changed to 12 May. Following the Chair's attendance at an interesting Police 'Big Data' workshop, it was suggested that someone from the data team be asked to come along too.</p> <p><u>Response from Wivelsfield Primary School regarding the idea of a Jubilee competition</u> – the school did not think running a competition would be viable, as they have run a few such competitions recently. Following on from the November 2021 meeting, at which it was agreed to make a sum of up to £200 available to the School to support Jubilee celebrations, it was agreed to now make a donation of £200 to the School for this purpose under S137 of the Local Government Act 1972.</p> <p><u>Recommendations from a review of the Council's Office 365 system</u> – deferred to next meeting, as still awaiting some information.</p> <p><u>Quote received for replacement wood for play area item</u> – In light of the ridiculously expensive quote received to solve a very minor issue, it was agreed to find an alternative approach using some sort of resin or filler.</p> <p><u>Update re office</u> – re-direction of mail in place, blinds ordered, broadband being installed imminently. Filing cabinets and desks to be picked up soon.</p>	<p>Call for volunteers in next Wiv News. Agreed.</p> <p>Agenda items agreed.</p> <p>Clerk to seek recommendation about most suitable species.</p> <p>APM date changed to 12 May.</p> <p>£200 S137 donation to be made to Wivelsfield School to help towards marking the Jubilee.</p>
7	<p>a</p> <p>b</p>	<p><b>Reports from Councillors</b></p> <p><u>West Wood</u> - see discussion in Open Forum session.</p> <p><u>Feedback from the Community Safety Action Group meeting held 3 March</u> – The aim of the group is to look at how the police can engage with communities. The focus has been broadened from its previous emphasis on youth and anti-social behaviour, to also looking at issues including domestic violence, road safety, burglary and community engagement.</p>	

		Councillor Martin reported that there was a lot of discussion about speeding. The Police said that parishes could approach them about this kind of thing and that they would endeavour to work with Highways. The Police have a role in reducing overall risk, as well as enforcement, so are keen to get involved in conversations about ways to reduce risk.	
8		<b>Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting</b>	
	a	NALC summary of the Levelling Up the UK white paper – comments were made to the effect that the White Paper makes the right noises, but Statute is needed to back this up. <a href="#">Consultation on how to meet the south east's growing water supply challenge</a> . Consultation ends on 14 <sup>th</sup> March.	Noted.
	b	<a href="#">Boundary Commission consultation on proposed parliamentary constituencies</a> , which would result in Wivelsfield becoming part of the East Grinstead & Uckfield constituency. Consultation ends 4 <sup>th</sup> April. The Council resolved to strongly object to this proposal, which would see an MP responsible for an area with which Wivelsfield has no links or shared services. The present arrangement, whereby there is an MP for Lewes, whose constituency aligns with the administrative area of Lewes District Council, is considered far more appropriate and useful.	No comment.
	c	<a href="#">Royal British Legion Industries</a> – products for the Queen's Platinum Jubilee.	To strongly object.
	d	<a href="#">Request to consider a clothing bank in the parish to raise money for the children's air ambulance</a> – there are already two clothing banks and a shoe bank in Wivelsfield Green, so this was felt unnecessary.	Noted.
	e	<a href="#">Monthly webinars</a> - Local Authority Network / Sussex Nature Partnership.	Not interested.
	f	<a href="#">Email regarding the bridleway running from the end of Eastern Road to St Georges</a> – whilst it would be great to see this bridleway improved, the opportunity to bid for CIL funding has passed for this year and the Council does not have spare funds to put towards it at present. As such, it was agreed to review this in six months time.	Noted.
	g	<a href="#">Query about emergency plans and communications during events such as power outages</a> – Council to see if other local parishes have emergency plans in place/to ask ESALC if there is a suggested template.	To review in 6 months.
	h		To seek information.
9		<b>Items for Noting or Inclusion on Next Agenda</b>	
	a	List of volunteers.	
10		<b>Date of Next Meeting</b>	
	a	Monday 4 <sup>th</sup> April 2022 – Parish Council Meeting	
11		<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 this item (Public Bodies - Admission to Meetings - Act 1960). The Council was given an update on staffing matters.	

The meeting closed at 9.40pm

Accounts Approved for Payment at the Meeting of 7<sup>th</sup> March 2022

## Items Paid Since the Last Meeting (for Ratification)

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
<b>General Expenditure</b>					
Royal Mail Group Ltd	One year redirection of mail		519.00	Online 25.2.22	508
Total			519.00		

## New Items Approved For Payment

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
<b>General Expenditure</b>					
Clerk	Salary March		1768.02	Online	509
East Sussex Pension Fund	Pension contributions February 22		654.47	Online	510
HMRC	PAYE & NI Quarter 4		1,974.73	Online	511
Ian Dawson	Councillor & Chairman's Allowance		292.86	Online	512
Ian Haffenden	Councillor Allowance		195.03	Online	513
Edward Pascoe	Councillor Allowance		243.83	Online	514
Lewes District Council	Outdoor Gym & Play Area Inspection March 22		36.00	Online	515
Lewes District Council	Charters Gate Way Dog Bin Emptying March 22		93.60	Online	516
Lewes District Council	Litter bin emptying by pavilion – Nov 21 (invoice previously paid in Jan only charged for one of two bins)		16.80	Online	517
Lewes District Council	Litter bin emptying by pavilion Dec 21 – 1 bin		16.80	Online	518
Lewes District Council	Litter bin emptying by pavilion – Jan 22 (2 bins)		33.60	Online	519
Transparity Solutions Ltd	February 2021 Office 365 Subscription		43.20	Online	520
Sage UK Ltd	February 22 Sage 50 Accounts subscription		102.00	SO	521
Trident Computers UK Ltd	IT contract April 22		60.60	Online	522
Cameron Wallis	Reimbursement for PC post box at Village Hall		27.98	Online	523

Public Works Loans Board	Second loan payment		7546.46	DD	524
EAC Software	Website hosting		156.00	Online	525
<b>Total General Expenditure</b>			<b>13,261.98</b>		
<b>Village Hall Improvement Project</b>					
RLF	QS and CA Services		1800.00	Online	
<b>Total Village HIP</b>			<b>1800.00</b>		526
<b>Total Expenditure</b>	General & Village Hall		<b>15,061.98</b>		