

## Minutes of the Meeting Held Monday 28<sup>th</sup> June 2021 7.30pm, Wivelsfield Church Hall

Agenda Item	Description	Resolved
<b>Present:</b>	Parish Councillors: H Martin (Vice-Chair), N Dutt, I Haffenden, R Morris & S Morris and E Pascoe. Two members of the public.	
<b>Open Forum</b>	Nothing raised. Both (vicar plus one other) attended to support planning application LW/21/0285 and to understand the Council's stance on the Queen's Platinum Jubilee Celebrations.	
<b>1</b>	<b>Apologies for Absence</b> Ian Dawson, Liz Gander, District Councillor Bikson, County Councillor Milligan and Maria Caulfield MP.	
<b>2</b>	<b>Declarations of Members' Interests</b> a To receive declarations of interest from Councillors on items on the agenda. b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests.	None Noted None Noted
<b>3</b>	<b>Planning Matters</b> <b>To consider the Planning Applications below and any others received between the publication of this agenda and the meeting.</b> a <u>LW/21/0285 – St Peter &amp; St John the Baptist Church, Church Lane</u> - Alterations to south porch roof to remedy problems with rain water leaking down the north wall of the porch and new glazed doors to replace wooden doors.* (Case officer: Tom Bagshaw). b <u>LW/21/0263 – Wivelsfield Vicarage, Church Lane</u> – erection of log cabin summer house in rear garden.** (Case officer: Rita Burns). c <u>LW/21/0287 – Jeanie Deans, Green Road</u> - Rear ground floor extension and loft conversion with front and rear dormers with associated alterations.*** (Case officer: Rita Burns). Concern was expressed regarding the front dormer being unsympathetic to the frontage of other houses in that area. Support of this was agreed, subject to the above concern (4 in favour, 2 neutral) <b>Other Planning Matters</b> d Hurst Farm – contact from Homes England. Meeting to be arranged with Homes England for July 7 <sup>th</sup> .	To Support To Support Conditional Support
<b>4</b>	<b>Financial Matters</b> <u>General Finance</u> a To review and authorise items for payment. b To review the first quarter's financial statements c Councillor Pascoe request to undertake further tree maintenance related courses. 1-day course agreed at last meeting confirmed. 5-day courses not supported.	Costs Ratified Noted

		<p>It was further noted that Cllr Pascoe had purchased 1 set of loppers for use by the Monday Club. It was agreed that the Council would look to purchase additional batteries for these next Financial year.</p> <p><u>Financial Matters Relating to the Hall Improvement Project</u></p> <p>d To review and approve the first payment to Sunninghill Construction Ltd for the Hall Improvement works.</p> <p>e To authorise the signing of a Grant Agreement with Lewes District Council for the payment of the CIL grants for the Hall Improvement Project. The agreement had not been available in time for the meeting, so this item to be deferred to the July meeting.</p> <p>f To note the anticipated receipt of the Public Works Loans Board loan and first CIL payment relating to the Village Hall Project.</p> <p>The Council noted that our banking payment threshold has been increased, following a discussion with the Chair and advice from internal audit, to ensure that the Village Hall payments can be met.</p>	<p>Approved</p> <p>Approved</p> <p>Item deferred to next meeting</p> <p>Noted</p>
<b>5</b>		<p><b>To Review, Update as Necessary and Re-Adopt the Following Policies &amp; Other Documents</b></p> <p>a Information Security Incident Policy</p> <p>b Internet &amp; Email Usage Policy</p> <p>c IT Security Policy – Councillors</p> <p>d IT Security Policy – Staff</p> <p>e Pensions Discretion Policy</p> <p>e Privacy Notice - Staff</p> <p>g Social Media Policy</p> <p>h Grants Policy</p> <p>The Council felt that the Grants Policy needed more work.</p> <p><i>Requested the Clerk to identify a similar policy used elsewhere or a template that could be used to develop our policy if any existed.</i></p>	<p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>To be reviewed</p>
<b>6</b>		<p><b>Reports from Councillors</b></p> <p>a Queen's Platinum Jubilee Celebration – June 2022.</p> <p>The Council supported in principle the suggestion to support a village celebration to commemorate this event. Further investigation is required into the cost of a brazier (to join in with the burning of beacons across the country).</p> <p>The potential to bring forward the Village Day to coincide with this long weekend should also be explored.</p> <p>The members of the public present, representing the church, requested that they be included in any planning so overall village involvement can be aligned.</p> <p>b Loose kerbstones.</p> <p>Cllr Pascoe raised a concern over the condition of kerbstones resulting from poor parking, etc. It was also noted that West Sussex was repairing the top of Slugwash Lane, but nothing was being done to the bottom half that was East Sussex's responsibility.</p> <p>The Council requested the Clerk to follow-up on these points.</p> <p>c Village Recycling Day - Deferred to next month.</p>	
<b>7</b>		<p><b>Village Hall Improvement Project</b></p> <p>a To note the content of the minutes from the Site Meeting held on 17<sup>th</sup> June.</p>	<p>Noted</p>
<b>8</b>		<p><b>Correspondence</b></p> <p>a South East Water - consultation for their draft Dry Weather Plan. Consultation closes 2<sup>nd</sup> August 2021. It was agreed that it was for individuals to respond as they saw fit.</p>	<p>Noted</p>

	b	Email from the Traffic Safety Team at East Sussex Highways, in response to the Parish Council reporting the accident on Green Road near Travis Perkins last month.	Noted
	c	<a href="#">Consultation on proposed changes to local constituencies</a> . Consultation period ends 2 August 2021. It was agreed that it was for individuals to respond as they saw fit.	Noted
	d	Thanks for action taken at the playground.	Noted
	e	Working in partnership to Tackle Loneliness & Isolation virtual conference, 19 <sup>th</sup> October 2021. (The document related to this point could not be found, so should be included at the next meeting).	Deferred to next meeting
	f	Invitation to attend a virtual Construction Forum – Thurs 15 July, 9.30-11am. No Councillors present were available for this event.	
	g	Social media training courses.	Noted
	h	Lewes District Council consultation on the Local Council Tax Reduction Scheme for 2022/23. Consultation runs until 10 <sup>th</sup> July 2021. The Council noted that the further reduction in the local council tax would result in a reduction in Wivelsfield's precept but considered that this was worth while to reduce the burden of payment on low earners.	Supported the principle.
	i	To note the email sent by John Kay (CPRE) to LDC regarding the Local Plan (as circulated and endorsed by our Chair).	Noted
	j	Inter Council meeting on 6 <sup>th</sup> July – No items raised by Councillors present.	Noted
	k	Maria Caulfield update The Council felt that our position on the development East of Ditchling Road (as well as other major planned developments) should be set out in the Newsletter and on our web site as well as shared on Wivelsfield Life. While recognising that it is for individuals to make up their own minds how to respond to the consultation on this development, it was felt that it would be useful to give people further information including the Parish Council's stance.	
<b>9</b>		<b>Items for Noting or Inclusion on Next Agenda</b> <ul style="list-style-type: none"> <li>• Dog Poo issues in the village (EP)</li> <li>• The Tommy figures (ND)</li> </ul>	
<b>10</b>	a	<b>Date of Next Meeting</b> Monday 26 <sup>th</sup> July 2021– Parish Council Meeting	Noted

Minutes prepared by Councillor Dutt, in the Clerk's absence.

## Accounts for Payment for the Meeting of 28 June 2021

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
<b>General Expenditure</b>					
Clerk	Salary July 21		1546.49	Online	366
East Sussex Pension Fund	Pension contributions July 21		555.34	Online	367
Lewes District Council	July 2021 play area & outdoor gym inspection		36.00	Online	368
Lewes District Council	Dog bin emptying Charters Gate Way July 21		93.60	Online	369
Lewes District Council	Litter bin emptying 1 July – 30 September 21		54.29	Online	370
Lewes District Council	Dog Bin Emptying 1 July – 30 September 2021		655.20	Online	371
Sage UK Ltd	July Sage 50 Accounts subscription		102.00	SO	372
The Monday Group	Grant		500.00	Online	373
BT	Phone & Broadband 1 April – 31 Aug 21		93.17	Online	374
E Pascoe	Reimbursement for batteries and battery charger for Monday Group as agreed at meeting of 7 June 2021		69.97	Online	375
Lewes District Association of Local Councils	Annual subscription		20.00	Online	376
<b>Total General Expenditure</b>			<b>3726.06</b>		
<b>Village Hall Improvement Project</b>					
Andrew Ramsay	Landscape Architect		120.00	Online	377
Sunninghill Construction Limited	First month of Village Hall works		131,007.64	Online	378
<b>Total Village Hall Expenditure</b>			<b>131,127.64</b>		
<b>Total Expenditure</b>	General & Village Hall		<b>134,853.70</b>		