



Minutes of the Parish Council Meeting Held Monday 1 July 2019
8pm, Wivelsfield Church Hall

Agenda Item	Description	Resolved
Present:	Councillors Dawson (ID, Chair), Pascoe (EP), Haffenden (IH), Rust (BR), Martin (HM) and Jackson (NJ), Liz Gander (Clerk) and four members of the public.	
Open Forum:	<p>The Reverend Powell and one of the Church Wardens had attended the meeting to clarify what the Council wished the Church to do about the work it had agreed to contribute to in the Church Hall garden. Some discussion took place around this but ultimately it was felt that the approach that is taken is down to the discretion of the Church, but the Council reiterated its wish to see quotes before committing to a sum.</p> <p>The Chairman of the Village Hall Management Committee had attended the meeting in relation to item 8f. He understood that there had been no previously reported problems of cricket balls going into the play area, but acknowledged that this will need to be looked at. Some discussion took place around various options for mitigating this risk, which included shutting the play area during matches. However, it was felt that this was unfair to those wanting to use it, as well as being hard to police, so the Council favoured the use of signs during matches.</p> <p>The Management Committee Chair also reported that the project to install new double-glazed windows in the village hall is currently underway and should be finished by the end of the week.</p>	
1	<p>Apologies for Absence Apologies had been received from District Councillor Bikson and County Councillor Sheppard.</p>	
2	<p>Declarations of Members' Interests <u>To receive declarations of interest from Councillors on items on the agenda.</u> Councillor Jackson declared a pecuniary interest in a planning application for discussion (received after the publication of the agenda), as it relates to his property.</p> <p><u>To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests</u></p>	<p>Cllr Jackson declared a pecuniary interest.</p> <p>None received.</p>
3	<p>To Approve the Minutes of: The Parish Council Meeting held 10 June 2019.</p>	Agreed & signed by the Chair.

4		<p>Planning Matters New Applications Received for Consideration a <u>LW/19/0377 - 12 Church Lane</u> – proposed first floor extension. b <u>LW/19/0436 - Twin Oaks, Valebridge Road</u> - Demolition of existing redundant outbuildings / storage and erection of ancillary accommodation to existing dwelling. It was agreed to support this application with a condition that the ancillary accommodation be tied to the existing dwelling in perpetuity, so that it may not be sold off as a separate unit. c <u>LW/19/0446 – Pilgrims Cottage, Ditchling Road</u> – two storey flank extension and single storey rear extension. d <u>LW/19/0409 – 1 Hurstwood Cottages</u> – removal of existing single storey garage and the rebuild of a two-bedroom self-contained annex. As with 4b above, it was agreed to support this application with the request for a condition requiring that the ancillary accommodation be tied to the existing dwelling in perpetuity. It was also asked that consideration be given to the installation of an electric vehicle charging point. Other Planning Matters e <u>Springfield Industrial Estate</u> – no update available.</p>	<p>To support.</p> <p>To support but with the condition detailed.</p> <p>To support.</p> <p>To support but with the condition as detailed.</p>
5		<p>Financial Matters a <u>To review and authorise cheques for payment</u> – the Council approved payment of eleven items, totalling £5308.82. b <u>To review the first quarter’s financial statements</u> – the content of the financial statements was noted. One councillor queried what the grant money received was for, but no other questions were raised. c <u>To arrange for a councillor to come into the office to undertake in-house audit checks</u> – Councillor Jackson to undertake audit checks. Date and time to be arranged.</p>	<p>Payments approved & chqs signed.</p> <p>Noted.</p> <p>Cllr Jackson to arrange with Clerk.</p>
6		<p>Report of Clerk a <u>Progress with obtaining a temporary vehicle activated speed sign (VAS)</u>. Having now received some advice from the Police Speed Watch Co-ordinator as to the type of device to look for, the Clerk will seek funding to assist with the purchase and continue to liaise with the Speed Watch group/Highways regarding sites. b <u>To review quotes for work at the children’s play area</u> – as quotes had not yet been received, it was agreed to delegate to the Clerk and Chair to decide upon which contractor to appoint in order to get the work in hand. c <u>Charters Gate Way – planting adjacent to the drovers’ road</u> – it was brought to the Council’s attention that a part of the Landscape Management Plan for the Charters Gate Way development is to fill in gaps in the hedge line. As such, it is felt that it is within the Management Company’s remit/responsibility to do this along the edge of the drovers’ road (the only restriction being that it would need to be done with hedge plants to match the existing). The Clerk to write a follow-up email to this effect, but meanwhile it will also be followed up by the Residents’ Association. d <u>To note the contents of the Annual Play Area Inspection Report and proposals to address the findings (where necessary)</u> – the annual report contained some low risk items which, having sought the advice of Lewes District Council’s parks officers, we are advised simply to monitor.</p>	<p>Clerk to seek funding for mobile VAS.</p> <p>Decision re contractor delegated to Chair & Clerk.</p> <p>Clerk to write to Charters Gate Way Management Company.</p>
7		<p>Reports from Councillors a <u>Feedback from the Councillors’ Briefing and Awareness sessions attended by Councillors Jackson and Rust</u>. Councillor Rust felt the session had been both useful and interesting. The message had been given that if a Council wants to do something, there’s nothing to stop it increasing the precept. Discussion had taken place about the respective</p>	

		<p>roles of councillors and clerk and relationships within the Council/meeting etiquette. Councillor Rust felt the present council needs to be mindful of the need not to talk over one another. He also asked for it to be acknowledged within the context of a public meeting that he thinks Wivelsfield has a good clerk who does a fantastic job.</p> <p>Councillor Jackson had noted that a lot of councils own things like burial grounds and thinks that investing in land is a good idea.</p>	
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>i</p>	<p>Correspondence</p> <p><u>East Sussex Rights of Way - response to queries.</u> The Rights of Way Officer had directed the Clerk to East Sussex Highways for the Council's query about the verge between Charters Gate Way and the drovers' road. She had agreed to list the bridleway marker discs on the drovers' road for replacement, to better highlight the distinction between the bridleway and footpath and said that from their perspective it would be fine for the Parish Council to put up extra signage along the drovers' road, as long as it had the approval of the landowner.</p> <p><u>East Sussex County Council - Rights of Way Improvement Plan Review.</u> Comments invited by 4 July 2019. No comments were raised.</p> <p><u>Invitation to buy anti dog-fouling stickers</u> – not required.</p> <p><u>Letter from the charity 'London Hearts' regarding defibrillators</u> – noted.</p> <p><u>East Sussex Fire & Rescue Service Annual Plan 2019/20</u> – noted.</p> <p><u>Email expressing concern about the location of the cricket pitch and boundary at the recreation ground, in relation to the children's play area</u> – the Cricket Club will be asked to check what the England Cricket Board's advice would be and to put up signs at the play area during every cricket match (irrespective of which teams are playing) to advise playground users of the risk of balls coming into the park.</p> <p><u>Request to put a dog bin at the bottom of Strood Gate</u> – this was considered unnecessary as there is a dog bin on North Common Road, not far from the bottom of Strood Gate. Aside from this, Lewes District Council has also made it clear that it does not have the capacity to empty additional bins.</p> <p><u>East Sussex Consultation on Parking Charges</u> – the Council was against any significant increase to parking charges which would drive people to out of town shopping areas.</p> <p><u>Complaints about dogs in the children's play area</u> – a resident living near to the play area had advised the clerk that people are regularly ignoring the 'no dogs' sign and taking dogs into the play area. When challenged, many have been defiant or confrontational. Residents are advised to notify Sussex Police of any anti-social behaviour, so that it may be logged and a picture built up of any problems. Meanwhile the Clerk suggested that perhaps pairs of councillors could occasionally make a spot check of the play area, to ensure no dogs are present.</p>	<p>Clerk to write to the Cricket Club requesting they seek advice & put up signs during every match.</p>
9		<p>Items for Noting or Inclusion on Next Agenda</p> <p>None noted.</p>	
10	a	<p>Date of Next Meeting</p> <p>Monday 9 September 2019 – Parish Council Meeting</p>	

The meeting closed at 9.20pm.

Items of Expenditure Approved for Payment at the Meeting

Payee	Expenditure	Value	Total	Chq No	Voucher Ref
		£	£		
Clerk	Salary July 19		1502.42	100902	30
East Sussex Pension Fund	Pension contributions July 19		626.27	100903	31
Jaks Leisure	Donation for use of office 1 Jul – 30 Sept	300.00			
	£50 voucher as recognition of work of outgoing Councillor Stoner	50.00	350.00	100904	32
Transparency Solutions Ltd	June 2019 Office 365 Subscription		54.48	100905	33
Lewes District Council	July 2019 play area inspection	18.00			
	Dog bin emptying 1 Jul – 30 Sept	655.20			
	Litter bin emptying 1 Jul – 30 Sept	54.29	727.49	100906	34
Carola Godman Irvine	2019 Peppercorn rent for Church Lane car park		1.00	100907	35
Barcombe Landscapes	Recreation ground maintenance 3 April – 15 May	653.99			
	War Memorial maintenance 8 April – 14 May	63.44	717.43	100908	36
ESALC Ltd	SALC/NALC Subscription 2018-19		761.24	100910	37
SSALC Ltd	Councillors briefing session – Cllr Jackson – 20 June	84.00			
	Cllr briefing session – Cllr Rust – 25 June	84.00	168.00	100911	38
Wivelsfield Green Cricket Club	Second half of pitch maintenance grant 2019/20.		350.00	100912	39
E Gander	Ink for office printer		50.49	100903	40
Total			5308.82		