

Minutes of the Extra-Ordinary Parish Council Meeting
held Monday 19 March 2018
8pm, Wivelsfield Church Hall

Agenda Item	Description	Resolved
Present	Councillors Dawson, (ID, Chair), van Bochove (MvB), Phillips (SP) and Pascoe (EP). Liz Gander (Clerk) and three members of the public.	
Open Forum	All three members of the public present had attended to express their concern about item 3a on the agenda. There were said to be some very basic things in the application which were wrong and, crucially, it was felt that this application should have come before planning consent for the site was sought, not afterwards at this late stage. Mr Padfield, agent for the site had apparently stated that the information about this condition had been included in the site history, but evidently neither LDC nor the inspector had picked up on it.	The Clerk to speak to the site's agent to find out where references to this planning condition were shown.
1	Apologies for Absence Councillor Stoner had sent her apologies owing to illness.	Apologies received & accepted.
2	Declarations of Members' Interests 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.
3	Planning Matters a <u>LW/18/0145 - Springfield, Ditchling Road - Modification of Planning Obligation - Discharge of agreement made under s.52 of the Town and Country Planning Act 1971 that the land shall only be used for the purpose of agriculture.</u> Following some debate, the Council voted to support this application, but with a note to say that it was disappointing to see this as a retrospective application, coming after planning consent for a net 29 homes had been given.	To support, with a note regarding the late nature of this application.
4	Financial Matters a <u>To agree which Councillors shall be given authority to authorise payments via online banking</u> - it was agreed that all five existing councillors (Dawson, Stoner, van Bochove, Phillips and Pascoe) should be given authority to authorise online payments. b <u>To discuss and agree the issuing of Council debit cards to staff to facilitate purchases of routine office supplies etc. To agree the daily limit to be applied to each card.</u> It was agreed that the Clerk and Assistant Clerk (Liz Gander and Lorna Thwaites) should both be issued with debit cards, with a £150 daily limit.	All councillors be given online payment approval authority. Clerk & Asst Clerk to have debit cards.
5	Other Matters a <u>To receive confirmation of the extent of the present grass cutting contract (urban cuts) and to agree whether to engage East Sussex Highways or an alternative contractor to undertake the additional cuts.</u> East Sussex Highways has updated the grass cutting map to properly reflect the extent of	Council approved extending the contract with

	b	<p>verge cutting in Wivelsfield Green. Unfortunately, quotes had not been received in time for the meeting. Consequently, the Council resolved to instruct East Sussex Highways to undertake the additional four cuts a year at a cost of £259, unless we receive a cheaper quote before the 31 March deadline for letting Highways know. Clerk to check if Highways will notify us in advance of their grass cutting schedule so that we may ensure an independent contractor could offset their cuts.</p> <p><u>To discuss the appointment of a Data Protection Officer (DPO) in preparation for the introduction of GDPR.</u> The Clerk passed on the advice given by the Sussex and National Associations of Local Councils (SSALC and NALC) that the Clerk and Councillors cannot be the DPO, owing to the need for independence. Of those offering the DPO service locally, the Clerk had been impressed by one lady (Maureen Chaffe) who has delivered a lot of the GDPR training for SSALC and recommended engaging her. Maureen had sent through a copy of a draft agreement which shows what her role would be. This shall be circulated to Councillors and, subject to their agreement to the terms, it was agreed to engage Maureen at an annual cost of £200.</p>	<p>East Sussex Highways, unless a cheaper quote is received.</p> <p>To engage Maureen Chaffe as DPO, (subject to Councillors approving the written agreement provided).</p>
6	<p>a</p> <p>b</p> <p>c</p>	<p>Correspondence</p> <p><u>Concern about increase in dog fouling</u> - there has been a marked increase in dog fouling recently which is of concern to residents. A query was raised about whether owners might be encouraged to pick up their dog waste if bags were provided alongside the bins. Councillor Pascoe to investigate the costs of this. Councillor van Bochove to look into the availability and cost of the biodegradable chalk paint being used in other communities to highlight dog mess (both to prevent people inadvertently treading in it, but also to hopefully shame owners into picking up after their pets).</p> <p><u>Concern about the mobile phone mast off South Road</u> - some residents had written in to complain about the visibility of the new phone mast. The comments made at the last meeting were reiterated - ie that the mast should weather, will be better screened during the summer months and its benefits in terms of improved signal are being welcomed by many.</p> <p><u>East Sussex Highways Consultation on Traffic Sensitive Streets</u> - the Council was pleased to see that the four key roads through Wivelsfield/Wivelsfield Green (the B2112, Green Road, South Road and North Common Road) are already classified as traffic sensitive streets, which are therefore subject to certain restrictions for the purpose of roadworks being carried out.</p>	
7	<p>a</p> <p>b</p>	<p>Dates of Next Meetings</p> <p>Annual Parish Meeting - Thursday 22 March</p> <p>Monday 16 April 2018 - Parish Council Meeting</p>	