

Clerk: Ms Liz Gander
Tel: 01444 471898



Parish Council Office
The Cock Inn
North Common Road
Wivelsfield Green
RH17 7RH

To Members of the Parish Council

You are summoned to attend a Parish Council meeting to be held in the Church Hall, Church Lane, on **Monday 10 June 2019** at 8pm.

Liz Gander (Clerk)
5 June 2019

OPEN FORUM

Members of the public are invited to put questions to or draw relevant matters to the attention of the Council, prior to the commencement of business. This is for a period of up to fifteen minutes and may be restricted to three minutes per person if necessary.

AGENDA

Agenda Item	Description	Responsibility
1	Apologies for Absence	
2	Declarations of Members' Interests	All councillors
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	
3	To Approve the Minutes of:	All councillors
a	The Annual Meeting of the Parish Council held 13 May 2019	
4	Planning Matters	All councillors
	To consider the Planning Applications below and any others received between the publication of this agenda and the meeting.	
a	<u>LW/19/0335 - 24 Downsview Drive</u> - Proposed ground floor wraparound extension, floor plan redesign and associated works.*	
b	<u>LW/19/0387 - St Michaels Cottages, Ditchling Road</u> - Erection of a four bedroom dwelling in the side garden of 2 St Michael's Cottage (resubmission iro LW/19/0082).**	
c	<u>LW/19/0222 - Griggs Cottage, Ditchling Road</u> - Proposed removal of existing extension, erection of two storey side extension.**	
	Application for permission to carry out work on Preserved Trees	
d	<u>4 Hawthorn Close</u> - Oak T1 and Ash T2 - reduce branch lengths over decking area, flower beds and overhanging house by up to 2.5m, to suitable growth points to reduce shading to the property. The height of the trees will not be reduced by this work.***	
	Notice of Planning Permission Received (for information only)	
e	<u>LW/19/0244 - The Homestead, Homestead Lane</u> - Proposed single storey side/rear extension.	
f	<u>LW/19/0252 - 49 Ridgeway</u> - Erection of conservatory to rear of property.	
	Certificate of Lawful Use or Development (Proposed)	
g	<u>LW/19/0094 - Somerset House, Green Road</u> - Implementing the scheme applied for in LW/18/0900. Internal alterations as shown on submitted plans.	
	Notice of Refusal (for information only)	
h	<u>LW/19/0135 - Uplea, Green Road</u> - erection of a new dwelling.	

	i j	Other Planning Matters <u>Springfield Industrial Estate</u> – update if available. <u>Charters Gate Way</u> – update on sewage issues.	
5	a b c d e f g h i j k	Financial Matters To review and authorise cheques for payment. To note the report from the year end internal audit. To review and sign the year end bank reconciliation. To agree to move £8k from the general reserve to the earmarked reserve for office accommodation, in preparation for the building of a purpose-built Parish Council office at the Village Hall. To review and sign the Financial Statements for the year ended 31 March 2019. To review and complete Section 1 of the Annual Return - the Annual Governance statement. To agree and sign Section 2 of the Annual Return – Accounting Statements. To review a list of regular annual subscriptions. To review the effectiveness of internal audit. To agree to continue to use Mulberry and Co for internal audit services for the forthcoming year. To ratify the Council's agreement to repairs to the Green Road bus shelter (adjacent to the recreation ground) at an approximate cost of £120.	Clerk
6	a b c d	Report of Clerk Progress with obtaining a temporary vehicle activated speed sign (VAS). To confirm details of this year's grass cutting schedule and the areas being cut. To agree to the purchase of replacement defibrillator pads for all four defibrillators in the Parish (8 sets required in total), as the existing kits have reached their end of life. Update on bollards for North Common Road, opposite the shop.	Clerk
7	a b c d e f g	To Review the Following Policies & Procedures The Council's Scheme of Delegation. Register of Assets. Complaints Procedure. Policy on Communications with the Press and Media. Grievance Procedures. Dismissal & Disciplinary Procedures. Freedom of Information Publication Scheme.	
8	a b c d e	Reports from Councillors Dust and grit on roads and pavements. Dumping of household waste on the drovers' road. Improvements to bridleway signs on the drovers' road. CCTV project update. To discuss the options of fencing or planting the edge of Charters Gate Way bordering the drovers road, to direct pedestrians through certain points and prevent general erosion of the edges of the drovers road.	
9	a b c d	Correspondence Invitation to comment on the Chailey Neighbourhood Plan (Regulation 14 Consultation). Consultation period runs until 5pm, 28 June 2019. Invitation to attend a briefing in relation to the planning arrangements for the 2019 Lewes Bonfire Celebrations, Friday 21 June, 2.30-4.30pm, Southover House, Lewes. Invitation to attend the CPRE AGM, Friday 5 July, 10.30am, Bates Green Farm, Arlington. Complaint about the quality of the reinstatement of the road surface around the new Pepper Close (former Royal Oak) development, following utility works.	Clerk

	e f g h i	Southern & South East Water invitation to attend a stakeholder workshop, 'Working Together to build a Resilient Water Future for the South East'. 9.30am-3pm, Thursday 27 June, Amex Stadium. Invitation to participate in a neighbourhood planning service review for Action in Rural Sussex. Consultation ends Friday 28 June. Letter regarding changes to SLR meetings and to decide, in light of this, whether we wish to proceed with the meeting scheduled for 27 June. Advance notification of cycling event passing through Wivelsfield on 7 September 2019. Road closure consultation – Downsview Drive street party, Saturday 17 August.	
10		Items for Noting or Inclusion on Next Agenda	
11	a	Date of Next Meeting Monday 1 July 2019 – Parish Council Meeting	

*comments to be with Lewes District Council by 14 June 2019

** comments to be with LDC by 25 June 2019

*** comments to be with LDC by 17 June 2019