

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 4 June 2018 at 8pm.

Liz Gander (Clerk)

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 meeting held 14 May 2018	
4	Co-option of New Councillor	
5	Planning Matters	All councillors
	To consider the planning applications listed below along with any others received between the publication of this agenda and the meeting.	
	New Planning Applications for Review	
a	<u>DM/17/2739 – Hurst Farm</u> - Outline application for development of up to 375 new homes, a 2 form entry primary school with Early Years provision, a new burial ground, allotments, Country Park, car parking, 'Green Way', new vehicular accesses and associated parking and landscaping. All matters are to be reserved except for access. Additional Transport Information and a response to Historic England received on 11 September. Additional information received on 29th March 2018 regarding the illustrative layout, drainage and a historic building response. Additional Highways Information received 11 May 2018.*	
b	<u>LW/18/0371 – Shoulders, North Common Road</u> - 2 x two storey detached houses to be built on the land that is currently an outdoor floodlit tennis court.**	
c	<u>LW/18/0373 - 39 Ridgeway</u> – single storey rear extension. **	
d	<u>LW/18/0437 - Land North Of Coldharbour Farmhouse, Hundred Acre Lane</u> – erection of two detached dwellings.***	
e	<u>LW/18/0436 – Coldharbour Farmhouse</u> - erection of a double garage with associated access and driveway works.***	
	To Acknowledge Notices of Planning Permission Received (for information only)	
f	<u>LW/18/0128 – Kelowna, 94 Valebridge Road</u> - Proposed conversion and extension of existing detached garage, store and first floor storage to form	

	g	games room, garden store, internal store and first floor study area <u>LW/18/0110 - 33 Downsview Drive</u> – new porch.	
	h	Other Planning Matters <u>Springfield Industrial Estate</u> – update if available.	
6	a b c	Financial Matters To review and authorise cheques for payment. Update on the longstanding issues with BT. To ratify the purchase of a new desktop and laptop computer.	Clerk
7	a b c d e f g h i j k l m n	To Review and Re-Adopt the following Documents: Code of Conduct Communications with the Press and Media Policy Complaints Procedure Dismissal & Disciplinary Procedures Document Retention Policy Filming and Recording of Meetings Policy Financial Regulations Freedom of Information Publication Scheme Grievance Procedures Internet and Email Usage Policy Pensions Discretion Policy Social Media Policy Standing Orders Health & Safety Policy (new policy)	
8	a b c d e f g h	Report of Clerk and Assistant Clerk To acknowledge receipt of the Data Protection Officer's baseline review. To review quotes from computer companies in line with the DPO's recommendation that the Council has an IT contract in place. To review the results of the Youth Group questionnaire sent out through Wivelsfield Primary School and to discuss next steps/the viability of the Group going forwards. Village sign – update and plans for a small ceremony. Update on children's playground maintenance work and fencing of the den. To receive the assistant Clerk's report on boulders at the play area. Update on work to improve the entrance to the green from Green Road. Information on trees bordering the Village Hall car park.	Clerk
9	a b	Village Hall Update Hall upgrade plans – to discuss progress with holding a meeting to canvas all regular users' views, prior to finalising the plans and applying for planning permission. Update on in-house library facility.	Clerk/JS
10	a	Reports from Councillors Feedback from the meeting with the Cala Homes Site Manager.	MvB/JS
11	a	Correspondence Complaint about overgrown hedges along South Road.	Clerk
12		Items for Noting or Inclusion on Next Agenda	
13	a	Date of Next Meeting Monday 2 nd July – Parish Council Meeting	

*consultation response to be with Mid Sussex District Council by Wed 6 June 2018

**responses to be with Lewes District Council by 15 June 2018

***responses to be with LDC by 26 June 2018