

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 5 March 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**

<b>Agenda Item</b>	<b>Description</b>	<b>Responsibility</b>
<b>1</b>	<b>Apologies for Absence</b>	
<b>2</b>	<b>Declarations of Members' Interests</b>	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	
<b>3</b>	<b>To Approve the Minutes of:</b>	All councillors
a	The Parish Council meeting held 5 February 2018	
<b>4</b>	<b>Planning Matters</b>	All councillors
	To consider the planning applications listed below along with any others received between the publication of this agenda and the meeting.	
	<b>New Planning Applications for Review</b>	
a	<u>LW/18/0089 - The Royal Oak, Ditchling Road</u> - Variation of Planning Condition - Amendment to approved plans (condition 1) relating to Planning Approval Reference No LW/15/0827 consolidating the changes approved by LW/17/1009 and additionally making minor elevational changes.*	
b	<u>LW/18/0014 - Long Acre, Church Lane</u> - Rear extension and loft conversion including rear dormer and associated works.**	
c	<u>LW/18/0118 - Copper Beeches, North Common Road</u> - Construction of new dwelling and access to highway.**	
	<b>To Acknowledge Notices of Planning Permission Received</b> (for information only)	
d	<u>LW/18/0037 &amp; LW/18/0038 - Botches, North Common Road</u> - planning and listed building consents for the installation of conservation rooflights to western (library) roof slope and rear lean-to roof slope, and insertion of roof light to stable.	
e	<u>LW/17/1052 - Ote Hall Farm</u> - Renewal of LW/14/0769 for the retention of a mobile home for occupation by agricultural worker/security and night watchman. <u>LW/17/1001 - Valebridge, Valebridge Road</u> - Demolition of existing dwelling and outbuildings, and construction of replacement dwelling and carport, with altered drive access and hard standing.	
f		
g	<b>Other Planning Matters</b>	

		Royal Oak – info from initial discussion with contractor. Springfield Industrial Estate – update if available.	
<b>5</b>	a b c	<b>Financial Matters</b> To review and authorise cheques for payment. Update on progress with bank mandates. To discuss the steps required to implement online banking and to approve switching to this way of making payments.	Clerk
<b>6</b>	a	<b>Policies &amp; Procedures</b> To discuss and adopt the proposed Email Policy.	
<b>7</b>	a b c d e f g h i j k l m n o p q	<b>Report of Clerk and Assistant Clerk</b> Confirmation of Office 365 rollout. Fencing of the den at the children’s playground. To review quotes received for work to improve the Green Road entrance to the Green. Meeting with the Youth Group leader. Annual Parish Meeting – confirmation of speakers. Public toilets at the green. Village sign – update. To discuss the changes to the Highways grass cutting contract and agree how to proceed. Update on screening of phone mast off South Road. Further vandalism at the green and question of whether to remove the bench in the youth shelter. Implication of item j above for proposals to introduce CCTV at the green. Proposed fencing of drovers’ road. Registering the BT substation as an Asset of Community Value. Community survey results. Update on bollards opposite the shop. Update on review of parking in the vicinity of the school. Confirmation of outdoor gym location.	Clerk
<b>8</b>	a	<b>Reports from Councillors</b> Parking opposite Barnard & Brough	JS & EP
<b>9</b>	a b c d e f	<b>Correspondence</b> Request to consider listing of Theobalds Road, the bridleway and the first field by Grade II Antye House as Assets of Community Value. Update on residents’ communications with Lewes District Council regarding the Local Plan Part 2 and erroneous assessment of the Oakfields site. Query from residents of Theobalds Road as to how the Parish Council can support their aim to have the Oakfields site removed from the Local Plan Part 2. Suggestions include: o Help by applying for Asset of Community Value status; o Help by applying for Theobalds Road to be designated An Area of Character (with Lewes DC’s Conservation & Design team); o Could WPC allocate an alternative site for those remaining 4 dwellings needed for LDC to meet their final housing quota? Email advising of purchase of bus shelter for Greenhill Grange, as recommended by the Council, and prospective transfer of ownership to the PC. Complaints about work at 43 Downsview Drive and mud on the road/pavements in Downsview Drive as a result of multiple houses being worked on. Business Hubs in Rural East Sussex – invitation for local business owners to attend an event being held in Ditchling on 26 <sup>th</sup> March at Ditchling Village Hall.	Clerk

	g h i j k	Streetlighting in Downsview Drive and Charters Gate. Issues with Greentopia green waste collections. Letter from the Village Hall Management Committee regarding the Council's pledge of CIL money towards improvement works. East Sussex Library service consultation results and proposals. East Sussex consultation on its Household Waste Recycling Site Service (consultation ends 15 May).	
<b>10</b>		<b>Items for Noting or Inclusion on Next Agenda</b>	
<b>11</b>	a b	<b>Date of Next Meeting</b> Thursday 22 March – Annual Parish Meeting Monday 16 <sup>th</sup> April – Parish Council Meeting	

\*Comments to be with Lewes District Council (LDC) by 10<sup>th</sup> March 2018

\*\* comments to be with LDC by 17 March 2018