

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 8 January 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 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	All councillors
3	To Approve the Minutes of the Parish Council meeting held 11 December 2017	All councillors
4	Planning Matters 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>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.* b <u>LW/17/1011 - 43 Downsview Drive</u> - First floor addition to existing 2 bed bungalow to create 4 bed house, demolition of existing garage.** c <u>LW/17/1009 - The Royal Oak, Ditchling Road</u> - Variation of Planning Condition - Variation to Condition 1 relating to planning application LW/15/0827 to replace plots 4 & 5 garages with car ports for Gold Property Development Limited.** d <u>LW/17/1052 - Ote Hall Farm, Janes Lane</u> - Renewal of LW/14/0769 for the retention of a mobile home for occupation by agricultural worker/security and night watchman. To Acknowledge Notices of Planning Permission Received (for information only) e <u>LW/17/0967 - Travis Perkins, Green Road</u> - Remove boundary wall and replace with a steel palisade fence. Other Planning Matters f <u>Cala Homes</u> - general update.	All councillors

	g	<u>Update on Appeal Ref: Land at Rogers Farm</u> – this appeal is being conducted by means of written representations therefore there will not be a hearing at which it is possible to speak.	
	h	<u>Update on the Hurst Farm/Asylum Wood application.</u>	
	i	<u>Lewes District Local Plan Part 2</u> - To approve the consultation response drafted by the Clerk.	
5		Financial Matters	Clerk
	a	To review and authorise cheques for payment.	
	b	To review the quarterly accounting statements previously circulated.	
	c	To note the advice from East Sussex Highways Lighting Supervisor to budget for the replacement of column A, Green Park Corner, at an anticipated cost of approximately £2k.	
	d	To agree to increase the repairs and maintenance budget for the current year by £1k (to be taken from general reserves), to allow for the additional maintenance work approved for the football pitch.	
	e	To finalise the 2018/19 budget and three-year forecast.	
	f	To agree the precept to be requested for 2018/19.	
	g	To discuss moving money between the Council's bank accounts to maximise its protection under the Financial Services Compensation Scheme (or to set up an additional account for CIL).	
	h	Notification that Lewes District Council is opening bidding for Community Infrastructure Levy (CIL) pot, between 8 Jan and 19 Feb and implications of this for Wivelsfield.	
	i	To agree the contract with Transparency for providing Office 365 licences and to set up a direct debit mandate for this purpose.	
	j	To discuss and agree a budget for clearing of the path from Green Road to the children's play area twice yearly.	
	k	To approve and sign the Street Lighting maintenance agreement from East Sussex County Council.	
6		Policies & Procedures	
	a	To review and re-adopt (as appropriate) the Council's risk management policy and risk register.	
	b	To agree and adopt the proposed Social Media and Email Policy.	
7		Report of Clerk and Assistant Clerk	Clerk
	a	To agree the content of the draft community questionnaire for distribution with this month's Wivelsfield News.	
	b	To discuss holding 'surgeries' to allow residents to discuss the community questionnaire and view plans /proposals for the projects being considered.	
	c	Preparation and content for the Annual Parish Meeting.	
	d	To discuss registering the BT exchange on South Road as an asset of community value.	
	e	To adopt the proposed scheme of delegation.	
	f	To discuss whether to purchase a grit spreader which will cope with wet salt.	
	g	Village Sign – update and discussion of installation 'ceremony' if appropriate.	
8		Reports from Councillors	
	a	To receive a costed proposal from Councillor Pascoe re CCTV at the children's play area.	EP
	b	To receive the recommendations of Councillor Stoner regarding fencing the gap at the back of the den in the children's play area.	JS
	c	Proposal to have a follow-up to the visioning session undertaken last July.	SP
9		Correspondence	Clerk
		<u>New items of correspondence</u>	
	a	Future of the Village Hall youth group and need for both Council input and	

		volunteers.	
	b	Inconsiderate parking in the vicinity of Wivelsfield Primary School.	
	c	Email from Highways advising who to contact if, in light of 8b above, the Council wishes a review of parking to be undertaken in Wivelsfield.	
	d	Advanced notice of a cycling event that will come through Wivelsfield on Saturday 3 March.	
	e	Invitation to receive a presentation from Lewes District Council about its new 'Neighbourhood First' team.	
		<u>Items brought forward from the last meeting</u>	
	f	The Conservation Volunteers – request for donation of £75 from this East Sussex based health and well-being charity.	
	g	CPRE Sussex – request for urgent funds to help challenge unwanted development in the Lewes district.	
	h	Email from a concerned resident highlighting West Sussex County Council's suggestion that it may introduce a proof of residency condition to those wishing to use its rubbish tips.	
	i	Opportunity to book a 'Dementia Friends' information session.	
10		Items for Noting or Inclusion on Next Agenda	
11		Date of Next Meeting Monday 5 February – Parish Council Meeting	
12		Staffing Matters <u>Exclusion of the Press and Public</u> By virtue of the confidential nature of the business to be transacted, the Council may resolve to exclude the press and public for these items (Public Bodies - Admission to Meetings - Act 1960).	
	a	To discuss whether to backdate a salary increase for the Clerk to when the Assistant Clerk joined the Council in September 2017.	

*Standard consultation expiry date Friday 5 January 2018 – extension applied for to allow consideration at this meeting.

**Comments to be with Lewes District Council (LDC) by 12 January 2018