

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 9 December 2019** at 8pm.

Liz Gander (Clerk)

4 December 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 Parish Council Meeting held 4 November 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/19/0816 - Somerset House, Green Road</u> - Proposed change of use from building to 14 dwellings.*	
b	<u>LW/19/0827 - Viconella, Valebridge Road</u> - Proposed single storey rear extension and two storey side extension.**	
c	<u>LW/19/0829 - Winters Farm Courtyard, North Common Road</u> - Continued use of part of the building for single residential dwelling.***	
d	<u>LW/19/0844 - 32 Charlwood Road</u> - Demolition of existing garage and construction or new, combined with single storey rear extension.***	
e	<u>LW/19/0817 - Moors Cottage, Slugwash Lane</u> - Change of use and conversion from an existing 3 bedroom dwelling with ancillary accommodation to form 2 x 2 bedroom dwellings, with retained residential curtilages, retained access to Slugwash Lane, and off road parking.****	
f	Notice of Planning Permission Received (for information only) <u>LW/19/0649 - 16 Blackmores</u> - Creation of rear dormer to existing roof with installation of two rooflights to front elevation.	
g	<u>LW/19/0634 - Coldharbour Cottage, Hundred Acre Lane</u> - Conversion of existing potting shed and greenhouse to residential annex accommodation.	
h	<u>LW/19/0687 - 20 Strood Gate</u> - Extension and new pitch roof to the annex.	
i	<u>LW/19/0758 - Griggs Cottage, Ditchling Road</u> - Removal of an existing extension and construction of a two storey side extension.	
j	<u>LW/19/0742 - 1 Myrtle Cottage, South Road</u> - Single storey rear	

	k	extension. Notice of Refusal (for information only) <u>LW/19/0657 - Uplea, Green Road</u> - Erection of a single dwelling along with associated access, parking and hard/soft landscaping.	
	l	Other Planning Matters <u>Springfield Industrial Estate</u> – update.	
5	a b c d e f g h i j	Financial Matters To review and authorise cheques for payment. To review and monitor CIL expenditure to date on the Village Hall Improvement Project. To monitor overall CIL income and expenditure. To consider whether the Council would wish to put further CIL money towards phase 1 of the Village Hall Improvement Project. Notification of SALC and NALC subscriptions figures for next year. To review and discuss the updated budget for 2020-21. To note the report from the Interim Internal Audit. Findings from the quarterly in-house audit checks. To note the review of bank reconciliations. To discuss applying for a credit and/or debit card for making Council purchases (where a credit arrangement cannot be put in place).	Clerk
6	a	Policies & Procedures To adopt the revised Code of Conduct as issued by Lewes District Council.	
7	a b c d e f g h i	Report of Clerk Trident IT onboarding visit and review: to note the report provided following this visit and to discuss whether the Council would wish to accept any of the recommendations for additional work/services. Request for an additional street light on North Common Road near Charters Gate Way. Maintenance of children's play area. Grass cutting contract. Feedback from meeting with the Hospice. Feedback from the CPRE workshop 'Building Beautiful'. Signs for recreation ground. Reviewing the Neighbourhood Plan. Annual leave/office closure over the Christmas period.	Clerk
8	a b c	Reports from Councillors Feedback from the Local Government Finance workshop attended by Councillor Rust. Query over access across the top of the Village Hall Car Park to adjacent gardens and feedback from discussion at the Village Hall Management Committee. Suggested signage for drovers' road.	BR ID EP
9	a b c d e f g	Correspondence Letter of thanks from Wivelsfield School for the recent donation for outdoor fitness equipment. Statement of Community Involvement for Lewes District. Consultation runs until 5 Jan 2020. East Sussex County Council response to the Parish Council's objection to the proposed diversion of Footpath 35. Consultation on Strengthening Police Powers to Tackle Unauthorised Encampments. Environmental enhancement work and the Sussex Lund grant. Burgess Hill Town Council response to query over proposed boundary changes. Responses from residents of Eastern Road regarding the suggestion of cordoning off the wide grass verge.	Clerk
10		Items for Noting or Inclusion on Next Agenda	
11	a	Date of Next Meeting Monday 6 January 2019 – Parish Council Meeting	

*comments to be with Lewes District Council by 16 December 2019

** comments to be with LDC by 23 December 2019

*** comments to be with LDC by 24 December 2019

**** comments to be with LDC by 25 December