

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 September 2019** at 8pm.

The meeting will be preceded at 7.30pm by a presentation from Vicky King about Community Land Trusts.

Liz Gander (Clerk)  
4 September 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**

<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> 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
<b>3</b>	<b>To Approve the Minutes of:</b> a The Parish Council Meeting held 1 July 2019 b The Extra-Ordinary Meeting held 5 August 2019	All councillors
<b>4</b>	<b>Planning Matters</b> <b>To consider the Planning Applications below and any others received between the publication of this agenda and the meeting.</b> a <u>LW/19/0555 - 3 Rose Walk</u> - Two storey side extension inc. resiting of lift.* <b>Notice of Planning Permission Received (for information only)</b> b <u>LW/19/0409 - 1 Hurstwood Cottages</u> - Removal of existing single story garage and the rebuild of a 2 bedroom self-contained annex. <b>Notice of Appeal</b> c <u>LW/19/0387 - 2 St Michael's Cottages</u> - erection of a four bedroom dwelling in the side garden. Appeal Ref: APP/P1425/APP/P1425/W/19/3233578 - the appeal will be dealt with by way of written representation.** <b>Other Planning Matters</b> d <u>Springfield Industrial Estate</u> - update. e <u>Charters Gate Way</u> - follow up to email to Southern Water re impact of the Hospice sewerage on the pumping station.	All councillors
<b>5</b>	<b>Financial Matters</b> a To review and authorise cheques for payment. b Receipt of HMRC advice re reclaiming VAT on the Hall project.	Clerk
<b>6</b>	<b>Policies &amp; Procedures for Review</b> a Filming & Recording of Meetings Policy b Health & Safety Policy	

<b>7</b>		<b>Report of Clerk</b>	Clerk
	a	To review the costs and discuss the benefits of having further speed surveys undertaken in Wivelsfield.	
	b	Vehicle activated sign.	
	c	Work recently undertaken at the children's play area and further tasks needed.	
	d	War memorial maintenance.	
	e	Update on phone mast off South Road.	
	f	Update on working with the Rita Project.	
	g	To discuss having some sort of history trail signs on footpaths in the Parish (akin to those mentioned under item 8a).	
	h	Invitation to do an interview on Burgess Hill Radio.	
	i	To discuss whether the Council should consider approaching landowners with a request for land to be allocated to allotments.	
	j	To discuss any action points arising from the presentation on Community Land Trusts prior to the meeting.	
	k	Update on the Council's IT contract.	
	l	CCTV risk assessment and policies.	
<b>8</b>		<b>Reports from Councillors</b>	
	a	CCTV implementation plans.	EP
	b	Request for a bus shelter at the Village Hall entrance.	NJ
	c	Invitation for the Chair to speak at the Wivelsfield Bonfire celebrations 'Wivelsfield's Big Bang' 2019.	ID
	d	To discuss plans for this year's Remembrance event at the war memorial.	ID
	e	Feedback from the recent meeting of the Lewes District Association of Local Councils.	HM
	f	Village Hall Project: crowd funding, Buy a Brick and leaflet in Wivelsfield News.	ID
	g	Request for draft minutes to go on the website.	ID
<b>9</b>		<b>Correspondence</b>	Clerk
	a	Information about the Theobalds Road History Trail.	
	b	Confirmation that £1000 has been raised towards the purchase of a red telephone box and a request for the Council to provide the match funding which had been agreed in the past.	
	c	Invitation to attend the ESALC AGM and conference. Our nominated representatives (EP & BR) have confirmed they are able to attend.	
	d	Invitation to attend a Legal & Finance Day on 26 September.	
	e	South East Coast Ambulance Services' <a href="#">Annual Members Meeting (AMM)</a> on Friday 20th September 2019 at East Sussex National Resort, 1.15-4.30pm.	
	f	Consultation on proposals to divert public footpath 35, near Winter's Place, North Common Road. Comments required by 27 <sup>th</sup> September.	
	g	Road Closure Consultation for Wivelsfield bonfire celebrations, Saturday 12 October. Response required by 26 September.	
	h	Invitation to attend a CPRE planning training session 'Building Beautiful - How to Create Well Designed Places', Saturday 30 November, 10am-1pm, Clair Hall, Haywards Heath.	
	i	East Sussex Highways confirmation that the verge to the drivers road entrance along North Common Road will be included in future urban grass cuts.	
	j	Confirmation that the Cricket Club will put up signs during matches, warning users of the playground that a match is in play.	
	k	Invitation to attend AiRS Neighbourhood Planning review sessions.	
<b>10</b>		<b>Items for Noting or Inclusion on Next Agenda</b>	
<b>11</b>		<b>Date of Next Meeting</b>	
	a	Monday 7 October 2019 – Parish Council Meeting	

\*comments to be with Lewes District Council by 5 September 2019, but extension obtained to allow discussion at this meeting

\*\* any additional representations must be with the Planning Inspectorate by 13<sup>th</sup> September 2019