

**Minutes of the Extra-Ordinary Parish Council Meeting Held
Monday 3 August 2020, 7.30pm,
via the 'Zoom' Video Conferencing Platform¹**

Agenda Item	Description	Resolved
Present:	Parish Councillors Ian Dawson (Chair), Bernard Rust, Ian Haffenden, Edward Pascoe & Harriet Martin. District Councillor Bikson, Liz Gander (Clerk) and three members of the public.	
Open Forum:	<p>The Chair introduced the open forum and invited questions or comments from members of the public.</p> <p>One resident, commenting on the latest documents submitted in relation to planning application LW/20/0210, Manor Nursery, said that the new drainage plans are so vastly different to the previous plans, that they should merit a full re-consultation, particularly because the implications of the work proposed would greatly affect many residents, including some from Orchard Close who were not originally consulted. If the road had to be dug up to link in with a sewer in Orchard Close, it would prevent those living or working beyond the work from getting to or from their properties for its duration, as it is a single track road and there would be no space for vehicles to go round. District Councillor Bikson said that she has called this application in, so that, if officers recommend it for approval, it will go to Committee.</p> <p>Another resident raised some objections to planning application LW/20/0425 – Park Hill, owing to the size and location of the proposed building, alongside there being no demonstrable need for what is proposed.</p>	Clerk to write to Lewes District Council (LDC) to ask for this application to be re-consulted upon, to give those that would be affected by the new proposals, an opportunity to comment.
1	Apologies for Absence None noted as all councillors present.	
2	<p>Declarations of Members' Interests</p> <p>a To receive declarations of interest from Councillors on items on the agenda</p> <p>b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests</p>	None noted.
3	To Approve the Minutes of: The Parish Council meeting held Monday 6 July 2020.	Agreed & signed.
4	<p>Planning Matters</p> <p>Planning Applications Considered at the Meeting</p> <p>a <u>LW/20/0362 – Uplea, Green Road</u> - Erection of 1 no. dwelling. The Council was unhappy that the only information logged on the LDC website for this application was a location plan. There was no further information about what was being proposed, or how it differed from the two previous applications both refused by the Planning Authority. It was agreed that the Clerk would seek more information and ask for the consultation period to recommence to take account of the lack of</p>	To request that all relevant info is uploaded to the LDC website and the consultation window extended.

¹ As provided for within The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

	<p>information available. If not, then the Council wished to submit the objections made previously.</p> <p>b <u>LW/20/0389 - Park Farm, Hundred Acre Lane</u> - Application for a new 61m x 15.25m open fronted cattle shed. After some debate, the Council resolved to object to this application on the following grounds:</p> <ul style="list-style-type: none"> • The site is outside the planning boundary. • It would be an imposing building in close proximity to a neighbouring dwelling. • The location is not appropriate as the noise of 200 cows (along with the smell, flies etc) would have a detrimental impact on the amenity of the neighbouring property(ies). • It does not seem appropriate that, because previously the existing barn/farm buildings were turned into business units, the creation of another barn should now be allowed. <p>c <u>LW/20/0364 - Home Farm, Slugwash Lane</u> - Variation of Condition 2 of application LW/19/0628 to vary approved plans - Removed approved window on North-East elevation and replace with a door, reposition the porch from the North-East elevation to the South-West elevation and install a door on the South-West elevation.</p> <p>d <u>LW/20/0267 - Clearview, Nursery Lane</u> - revised plans for a new timber barn and machinery store. The council resolved to object to this application. Whilst it acknowledged that the type of barn proposed had been changed to something more visually appealing than in the original application, the objections remain that:</p> <ul style="list-style-type: none"> • It does not seem reasonable to convert an existing barn into accommodation and then seek to add a new barn at a later date. • There is no evidence to suggest that the landowner is farming crops or animals to justify the need for a barn for agricultural purposes. • Instead it is believed that the barn would be used as storage for the owner's building works business. <p>As per the Council's previous objection, and without prejudice to the objections above, if consent were to be granted, the Council would wish to see conditions imposed requiring the barn to be used <i>only</i> for the storage of hay and agricultural equipment.</p> <p>e <u>LW/20/0425 - Park Hill, Hundred Acre Lane</u> - Erection of a garden office and washing facility for ancillary stables within the curtilage of the dwelling. The Council resolved to object to this application on the following grounds:</p> <ul style="list-style-type: none"> • It is outside the planning boundary. • The location, being close to the boundary with the adjacent property, would result in loss of amenity to it. • The building could damage the roots of the existing tree line, thus reducing what screening there is. • Whilst the Council has some sympathy with the need for a home office, there is felt to be no evidence of need for a tack and wash room of this size. We understand that the existing stables, built for 12 horses (but used only for 3, as the land holding is insufficient to support more) has its own tack and washroom, therefore further such provision is entirely unnecessary. <p>Without prejudice to the above objections, were the application to be approved, the Council would wish to see the following conditions imposed:</p> <ol style="list-style-type: none"> i. The building should only ever be used for stabling/home office use. ii. The building cannot be converted for domestic use at a later date. iii. It must be tied to the main house in perpetuity. 	<p>To object on the grounds listed.</p> <p>To support.</p> <p>To object for the reasons given.</p> <p>To object for the reasons outlined.</p>
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	f	<p><u>LW/20/0210 - Manor Nursery, Theobalds Road</u> – additional information received regarding transport, access and the sewage/drainage/flood strategy for the proposed development of three detached dwellings, with garages and associated landscaping. The Council resolved to object to the latest submission with respect to the drainage scheme on the following grounds:</p> <ul style="list-style-type: none"> • The drainage system that they are proposing to tie into is one that was built specifically to service the properties at Orchard Close, and it cannot be assumed that it would cope with the extra sewage volume created by three additional homes. • Undertaking work to join into this sewerage system would cause huge disruption for all those living and working beyond this point in Theobalds Road, who would be captive (or prevented from returning to their properties) for the duration of the work, since the road is a single carriageway and vehicles would not be able to pass by whilst work was taking place. <p>It was felt that, owing to the significant change to the drainage plans and the numbers of people it would affect, this should be consulted upon as a new application, to give all those who would be impacted by the proposals an opportunity to comment. It was felt that anyone living beyond the site location, or in Orchard Close that would be affected by the work, should receive a letter of consultation.</p> <p>Furthermore, the Council continues to object on the grounds raised previously. It does not think that sufficient account has been taken of the proximity of Grade II* listed Theobalds Farm and it is unwilling to accept the applicant's dismissal of its objections around the unlawful felling of trees, without evidence to the contrary.</p>	To object on the grounds detailed.
	g	<p><u>LW/20/0465 - Workshop Cads, Valebridge Road</u> - Change of use from workshop to residential dwelling (class C3).</p>	To support.
		<p>Notices of Planning Permission Received (for information only)</p>	
	h	<p><u>LW/20/0327 – More House Farm, Ditchling Road</u> – Extension to cattle barn.</p>	
	i	<p><u>LW/20/0325 – 6 Ridgeway</u> – single storey front extension of the existing garage and garage conversion.</p>	
	j	<p><u>LW/20/0163 & LW/20/0316 – Moonrakers, 7 Church Lane</u> – extension to provide bedroom and utility room.</p>	
5		<p>Financial Matters</p> <p>a <u>To review and authorise items for payment</u> – the Council ratified two items paid since the last meeting totalling £941, along with a further twelve items to be paid during August, totalling £11,571.28.</p> <p>b <u>To ratify replacing the broken vehicular access gate to the play area</u> – the Council ratified the decision for the broken gate to be replaced with a like-for-like wooden replacement, at a cost of £240. It was further agreed to ask for mesh to be added to the gate, to prevent children from using the wooden bars to climb over it.</p> <p>c <u>To approve replacement of a lantern on column A, South Road at a cost of £260 & VAT</u> – expenditure on this was agreed, once the (leaning) post on which the light is located has been replaced by UK Power Networks. The Clerk to ask for the replacement lamp to be of the type recently installed on North Common Road so that, as lights are gradually replaced, there is some uniformity to the type of lamp/bulb used.</p>	<p>Payments approved.</p> <p>Replacement of gate & addition of mesh approved.</p> <p>Expenditure on replacing lantern approved.</p>

6	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p> <p>g</p>	<p>Clerk's Report</p> <p><u>Travis Perkins site</u> - despite some discouragement from Lewes District Council, it was agreed to go ahead with making an Asset of Community Value (ACV) application as it is felt that the benefits which the site could bring over the coming years if put to community use would be significant. The Clerk to draft the form and send it to the group of community volunteers who are working on plans to make a community focussed project viable, for their input.</p> <p><u>Red telephone box update</u> - the Clerk has received verbal agreement to the proposed location for the phone box on the grass verge at the corner of South Road and Green Road, and is now awaiting receipt of the licence. East Sussex Highways will provide a quote for installing a concrete base and have advised on the best method of securing the phone box to it.</p> <p>The Council agreed to the proposal that the box is installed prior to refurbishment (so as not to damage new paintwork during the moving and installation process) on the conditions that; a first coat of paint is applied within two weeks of installation and that a sign is put up, explaining the project and the work that is going to be done.</p> <p><u>Bus shelter at Village Hall</u> - following requests for a bus shelter near the Village Hall, the Council agreed to purchase a 'Heritage' style shelter from ACE Shelters, with a full length bench seat, green coating, green lower panels and transparent upper panels on all sides. The Clerk to apply for the relevant Highways licences and obtain quotes for installing a base and short path to it.</p> <p><u>To discuss when to hold a Neighbourhood Plan review meeting</u> - it was agreed to hold the initial review meeting on Monday 14th September at 7.30pm, via Zoom. Any residents wishing to be involved may join.</p> <p><u>Revised Memorandum of Agreement for Grass Cutting Contract</u> - East Sussex Highways had made one minor change to the grass cutting agreement which was agreed. The Chairman to sign and return the document on the Council's behalf.</p> <p><u>Cycle Way proposal</u> - the Clerk has spoken to an officer from Mid Sussex District Council and been given the names of the Councillors on the Steering Group which will be meeting next week to review the consultation responses to the Place and Connectivity Programme. It was agreed that the Clerk should write to these members, requesting them to come along to a meeting at Theobalds Road, to allow them to see the proposed cycle route and to talk to the Parish Council and those that would be affected.</p> <p>It was noted that Mid Sussex District Council owns a large swathe of land adjacent to what could instead, more sensibly, be promoted as a central cycle route along Valebridge Road and Rocky Lane.</p> <p><u>Village Sign</u> - the village sign repairs have been completed and designs for the additional carnations forwarded to the Council. It was however agreed to ask for an alternative design, for red carnations along the top of the sign, as had originally been proposed. The Council agreed to allocate a budget of up to £500 for this, so that the work may be put in hand once a suitable design has been received.</p>	<p>Clerk to submit an ACV application.</p> <p>Installation prior to refurbishment agreed on the two conditions detailed.</p> <p>Resolved to purchase a bus shelter as detailed, subject to licences.</p> <p>Meeting arranged.</p> <p>New memorandum accepted.</p> <p>Clerk to seek a meeting with members of the Steering Group reviewing the consultation responses.</p> <p>Design for carnations on top of sign to be requested.</p>
7	<p>a</p> <p>b</p> <p>c</p> <p>d</p>	<p>Village Hall Improvement Project</p> <p>To approve the tender documents (subject to the amendments noted at the joint Parish Council and Hall Management Committee working group meeting held on 27 July) and to agree that the project should move forward to the tender stage.</p> <p>To agree that RLF will control the flow of information during the tender stage to ensure that any information released goes to all contractors.</p> <p>To approve submission of the non-material amendment application for the changes to the kitchen design.</p> <p>To approve the submission of plans to building regs, so that they can be reviewing the plans during the tender period, in case any queries are raised.</p>	<p>Agreed.</p> <p>Agreed.</p> <p>Agreed.</p> <p>Agreed.</p>

	e	To resolve to submit two CIL bids, covering different aspects of the Renshaw Room end of the Project.	Agreed.
	f	To resolve to prepare to consult with the community with regard to obtaining a Public Works Loan Board loan to fund a part of the project.	Agreed.
8	a	Correspondence <u>Reply from the owner of West Wood</u> – the letter from the owner of West Wood had explained his rationale for needing to close the unofficial footpaths. However, as this move has disappointed residents who have been long accustomed to exploring a number of paths in the woods, the Parish Council will seek to arrange a meeting to see if there can be a compromise.	Clerk to arrange a meeting.
	b	<u>Notification of cycling event</u> – noted (for information only).	
	c	<u>Expression of concern about climbing rocks at the children’s play area</u> – it was agreed that, as at the time when these were put in, the risks associated with the rocks should be managed by adult supervision and are counter-balanced by their benefits for free play and exploration.	
9	a	Items for Noting or Inclusion on Next Agenda Implications of the Hall’s building work on the playground CCTV scheme.	
10	a	Date of Next Meeting Monday 7 September – Parish Council Meeting	

The meeting closed at 9.26pm.

Items Paid Since the Last Meeting (for Ratification)

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
St Peter & St James Hospice	Donation in memory of former Parish Councillor (& wife of longstanding District Councillor) Edna Sugarman		50.00	Online	203
ESCC	Licences for bollards and red telephone box (book exchange)		891.00	Online	204
Total Expenditure			941.00		

Items Approved for Payment August 2020

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Clerk	Salary August 20		1510.98	Online	205
East Sussex Pension Fund	Pension contributions August 20		549.95	Online	206
Lewes District Council	August 2020 play area inspection		18.00	Online	207
Transparity Solutions Ltd	July 2020 Office 365 Subscription		38.42	Online	208
Sage UK Ltd	July Sage 50 Accounts subscription		96.00	SO	209
Trident Computers UK Ltd	IT contract September 20		55.80	Online	210
CPRE	Membership donation		100.00	Online	211
Alun Gedrych	Replacement of vehicle access gate to playground		240.00	Online	212
E Gander	Reimbursement for thank you gift purchased for Nick Jackson following his resignation from the Council		50.00	Online	213
Barcombe Landscapes	Verge cutting Recreation Ground maintenance War Memorial site maintenance	480.00 666.00 95.15	1241.15	Online	214
Wivelsfield Cricket Club	2 nd half of pitch maintenance grant		350.00	Online	215
ESCC Costain Ltd	Installation of posts opposite Barnard & Brough		7320.98	Online	216
Total Expenditure			11,571.28		

Online payments set up by the Clerk on: 14.8.20. To be authorised by I Dawson.