



Minutes of the Virtual Parish Council Meeting held Monday 6 July 2020

7.30pm, via the 'Zoom' Video Conferencing Platform¹

Agenda Item	Description	Resolved
Present:	Councillors Ian Dawson (Chair), Edward Pascoe, Bernard Rust, Ian Haffenden and Harriet Martin. District Councillor Bikson and eight members of the public.	
Open Forum:	<p>Councillor Rust chaired the open forum as the Chair was having internet issues.</p> <p>Following the recent closure of the Travis Perkins site in Wivelsfield Green, several members of Wivelsfield Bonfire Society had come along to express an interest in trying to register the Travis Perkins site as an asset of community value and to seek the support of the Parish Council in doing so. They echoed the views of the Parish Council that it would be good to be able to use the site for community benefit, to include a café, small retail units of some description (perhaps a farm shop with first refusal for running it to go to the village shop), crafts, a car park etc.</p> <p>The Clerk had made some initial enquiries with Lewes District Council regarding the suitability of the site for listing. Individuals involved with registering Antye Field as an asset of community value stressed the importance of being able to meet all the relevant criteria. This matter was discussed further under agenda item 6d.</p> <p>The co-ordinator for the Wivelsfield Community Speed Watch Group advised that Sussex Police now have a budget for providing mobile speed indicator devices, so suggested applying.</p> <p>A question was raised about possible work to the southern end of bridleway 18, towards South Road. A quote that had been received from the firm which did the last lot of work (in conjunction with East Sussex Highways) was very high. It was suggested that a volunteer working party could probably do what is needed, but this would require consent from the County Council Rights of Way team.</p> <p>The Chair of the Theobalds Road Residents' Association (TRRA) wished to thank the Clerk for the letter she had submitted to support TRRA's objections to the proposed eastern cycle way. TRRA believe that the idea of compulsory purchase of land for the route is dead in the water as Mid Sussex District Council would have to prove that there was a compelling reason to need it, which the TRRA believe they can't and</p>	

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>that all other avenues have been explored, which TRRA believe they haven't.</p> <p>With regard to the Manor Nursery application, members of the TRRA advised that a drainage officer has submitted a report objecting to the application due to insufficient information about drainage, whilst East Sussex County Council has also objected. It is hoped that these objections will help to give ammunition for Lewes District Council to reject it.</p> <p>Councillor Dawson resumed his role as Chair for the remainder of the meeting.</p>	
1		<p>Apologies for Absence The Council noted the resignation of Councillor Jackson. The Clerk had sent her apologies as she was unwell. Councillor Pascoe agreed to take notes in her absence.</p>	
2	a b	<p>Declarations of Members' Interests To receive declarations of interest from Councillors on items on the agenda. To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests.</p>	None noted.
3	a	<p>To Approve the Minutes of: The Parish Council Meeting held 1 June 2020.</p>	Agreed & signed.
4	a b c d e f g h	<p>Planning Matters New Planning Applications for Consideration <u>LW/20/0325 - 6 Ridgeway</u> - Relocation of garage and single storey rear extension. The Council resolved to support the application, but queried the absence of a completed CIL form. <u>LW/20/0327 - More House Farm, Ditchling Road</u> - Extension to cattle barn. <u>LW/20/0328 - Magpie Ridge, South Road</u> - Variation of condition 3 relating to approval LW/19/0912 - Revised window design. <u>LW/20/0350 & LW/20/0303 (Listed Building Consent) - Jenners, Green Road</u> - Proposed garage alterations to form ancillary annex accommodation, new access from highway, and replacement of boundary fence with a wall. The Council supported the application, but wished to make the following comments/requests:</p> <ul style="list-style-type: none"> • The Council would like to see the annex tied, in perpetuity, to the main dwelling. • It is not keen on the inclusion of rooflights on the south west elevation, as, when viewed alongside the listed building, these are not felt to be sympathetic to it. • As a part of the work, the Council would like to encourage the inclusion of an electric vehicle charging point. • A query was raised as to the height of the proposed wall and whether, the digging of foundations for the wall could cause damage to existing trees. <p>Notices of Planning Permission Received (for information only) <u>LW/20/0139 - Clearview, Nursery Lane</u> - Detached 2 bay oak framed carport. <u>LW/20/0274 - Keepers, Valebridge Road</u> - Erection of first floor extension and replacement ground floor extension. <u>LW/20/0276 - 24 Downsview Drive</u> - Erection of ground floor rear extension, front porch, floor plan redesign and associated works. Notice of Prior Approval for Change of Use (for information only) <u>LW/20/0295 - Winters Farm Courtyard, North Common Road</u> - Change of use from existing offices to single dwelling under Class O, Part 3 Schedule 2 of The Town and Planning (General Permitted Development)(England) Order 2015 (As Amended). In exercise of their powers under Part 3 of Schedule 2 Class O of the above-</p>	To support, with query. To support the application. Support. To support the application, but with the comments listed.

		mentioned Order, Lewes District Council, as Local Planning Authority, hereby confirm that its prior approval is not required for the proposed development at the address shown below, as described by the description shown below and in accordance with the information submitted by the developer to the Local Planning Authority.	
5	a b c d	<p>Financial Matters</p> <p><u>To review and authorise items for payment</u> – the Council approved fourteen payments, totalling £4929.64 (see Appendix A for details).</p> <p><u>To review quotes received for installing verge marker posts on Green Road opposite Barnard and Brough.</u> It was agreed to instruct East Sussex County Council/Costain to undertake the work, as their quote was significantly cheaper than the others received.</p> <p><u>To approve the use of a direct debit for paying BT.</u></p> <p><u>CPRE membership 2020-21.</u> Given the level of help and support that CPRE has offered to the Parish in the past (and the likelihood of needing their support in the future) it was agreed to make a membership donation of £100.</p>	<p>Approved. To appoint Costain (E Sx Highways).</p> <p>Agreed.</p> <p>£100 donation agreed.</p>
6	a b c d e f g h	<p>Clerk's Report</p> <p><u>How the Parish Council can look to conform with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018, which become mandatory from September this year.</u> The Clerk had been looking into website options and had not been able to find a provider that seemed to have both experience in and knowledge of what is required of a Parish Council website (in terms of both regulations and content), and the kind of layout/functionality which we would want. Added to this, the website options found would be comparatively expensive, both in terms of initial cost and ongoing fees. As such, since the current website otherwise meets our needs and there are some things we can do to improve compliance, it was agreed to make those changes and publish an accessibility statement giving information about any areas in which we do not meet requirements, citing that to comply fully would be a disproportionate burden at the present time. This can be reviewed at a later date.</p> <p><u>Red telephone box update</u> – carry forward to next meeting.</p> <p><u>Bus shelter at Village Hall</u> – carry forward to next meeting.</p> <p><u>To discuss the future of the Travis Perkins site and whether it would be appropriate to submit an application for it to be listed as an Asset of Community Value (ACV).</u></p> <p><u>To discuss any further actions to be taken in respect of the Burgess Hill Place and Connectivity Programme and the proposed Eastern Greenway route along Theobalds bridleway.</u> The Chair of the Theobalds Road Residents' Association asked for it to be minuted that the TRRA truly appreciates the Parish Council working on its behalf.</p> <p><u>Village Sign repair update</u> – the sign is currently in the process of being repaired.</p> <p><u>Reopening of the children's playground and outdoor gym</u> – in line with Government advice and in conjunction with 6h below, the children's play area and gym officially reopened on Saturday 4 July. Lewes District Council have provided signage reminding people of the need to maintain social distancing and to use hand sanitiser regularly.</p> <p><u>To note and approve the risk assessment relating to 6g above.</u></p>	<p>To remain with the Council's current website provider for now and put an accessibility statement on the website.</p> <p>Make ACV application.</p> <p>Arrange meetings with Lewes and Mid Sussex District Councils.</p> <p>Playground and gym reopened on 4 July.</p> <p>Agreed.</p>
7	a	<p>Village Hall Improvement Project Update</p> <p>Nothing specific to report at this stage. The professional teams are working towards putting together the final tender documents for approval. There had been a suggestion about the Committee seeking to employ its own electrician for the project, but the Parish Council felt that it is important to have the main contractor appoint sub-contractors of their choosing.</p>	

8	a	<p>Reports from Councillors</p> <p><u>To consider whether bollards are needed on the first part of Hundred Acre Lane.</u> Councillor Pascoe had noted a number of locations around the South Road/Hundred Acre Lane junction where either, existing bollards have been knocked down, or the area may benefit from additional ones. The Clerk will contact East Sussex Highways to ask them to replace the missing bollards.</p> <p>In relation to the proposal for extra bollards, it was suggested that this could simply move the problem of vehicles parking for the primary school further down local roads. Instead the Council resolved to write to the school to ask them to remind parents regularly about the need to park safely and considerately. It will also investigate possible walk to school schemes.</p>	<p>Council to write to Highways to ask them to replace the missing bollards.</p> <p>To write to the School.</p> <p>Council to investigate walk to school schemes.</p>
9	a b c d	<p>Correspondence</p> <p><u>Consultation on proposed changes to the East Sussex County Council, Brighton & Hove City Council and the South Downs National Park Authority adopted Waste and Minerals Local Plan (WMLP).</u> Consultation period ends 3 August 2020. Councillors to review and send any comments to the Clerk.</p> <p><u>Consultation on the Local Government Association new model Member Code of Conduct</u> https://www.local.gov.uk/code-conduct-consultation-2020 . Consultation runs until Monday 17 August.</p> <p><u>Response from the Lewes District Council (LDC) Interim Head of Planning with respect to the Council's complaints re due process in respect of LW/20/0134.</u> The Council felt that the response was woefully inadequate and resolved to seek to escalate this as a complaint.</p> <p><u>Invitation to join a webinar with the Kent, Surrey and Sussex Air Ambulance Trust to find out how donations and fundraising help them and how they are managing operationally during the Covid19 pandemic.</u> Noted.</p>	<p>Councillors to review consultations a and b and send any comments to the Clerk for compilation and submission as appropriate.</p> <p>Council to lodge a complaint with LDC.</p>
10		<p>Items for Noting or Inclusion on Next Agenda</p> <p>Only those items previously noted during the meeting.</p>	
11	a	<p>Date of Next Meeting</p> <p>Monday 7th September 2020 – Parish Council Meeting</p>	

Items for Payment July 2020

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Clerk	Salary July 20		1511.18	Online	189
East Sussex Pension Fund	Pension contributions July 20		549.95	Online	190
Lewes District Council	July 2020 play area inspection		18.00	Online	191
Lewes District Council	Dog bin emptying 1 July – 30 Sept 20		655.20	Online	192
Lewes District Council	Litter bin emptying 1 July – 30 Sept 20		54.29	Online	193
Jaks Leisure	Donation for use of office 1 July – 30 Sept 20		300.00	Online	194
Transparity Solutions Ltd	June 2020 Office 365 Subscription		38.42	Online	194
Sage UK Ltd	July Sage 50 Accounts subscription		96.00	SO	195
Trident Computers UK Ltd	IT contract August 20		55.80	Online	196
EAC Software	Website Hosting & Support 2019-20		156.00	Online	197
Mulberry & Co	2019/20 Year end internal audit		180.00	Online	198
Crowther Associates	Alterations to plans for kitchen and submission of minor amendments application		936.00	Online	199
Bruce Cumner	Time spent sorting out and closing the defibrillator cabinets		18.80	Online	200
Oliver Edmonston Foxhole Woodland Services	Removal of fallen oak tree from verge outside Village Hall		360.00	Online	201
Total Expenditure			4929.64		