

Minutes of the Parish Council Meeting Held Monday 1st July 2024
7pm, Renshaw Room, Wivelsfield Village Hall

Agenda Item		Description	Resolved
Present:		Parish Councillors H Martin (Chair), I Haffenden, J Keeley, N Silverman, N Turner, C Broad.	
1	a	<p>Apologies for Absence Parish Councillors S Morris, R Morris, D Cumberland, and Liz Gander (Clerk) had sent their apologies. It was noted that again no District or County Councillors were present, but that no apologies had been received.</p> <p>It was agreed that, in the absence of the Clerk, Cllr Broad would take minutes.</p>	Apologies accepted.
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		<p>Public Forum One resident attended to make the case to the council for the development of a Pump/BMX track on the recreation ground. The resident had previously launched a petition on this matter which had been followed in a meeting with Councillors Cumberland and Turner. In a strong pitch, the resident stated that there were few facilities in the village for primary and teenaged children and that, based on the petition, demand appeared to be strong. The Chair said that the Council would discuss what action it proposed to take later in the meeting (see agenda item 6d), thanked the resident for their work, and suggested that if the proposal were taken forward it would be useful if the resident could be consulted on the detail of a proposal.</p> <p>Another resident enquired whether the Council would be prepared to fund a new notice board by the church car park, as the existing board was in a very poor state of repair. The Chair suggested that the resident should put forward a proposal for its consideration, on the basis that it could be used, inter alia, for Council business.</p>	<p>See Item 6d</p> <p>Council to consider proposal when received.</p>
4	a. b	<p>To Approve the Minutes of: The meeting of the Parish Council held on 20th May 2024</p> <p>The meeting of the Parish Council held on 3rd June 2024</p>	<p>Approved and signed.</p> <p>Approved and signed.</p>

5	a	<p>Planning Matters To consider the new application listed below and any others received between the publication of this agenda and the meeting <u>LW/23/0631 - Land Adjacent To Moors Cottage, Slugwash Lane</u> - Change of use and erection of 2no. dwellings, demolition of outbuildings and structures, partial demolition of stables, with associated landscaping including remodelling of existing sand school and repositioning of two partially retained stables. It was noted that the revised application had materially reduced the size of the two proposed dwellings so that the total area of the new dwellings was now no greater than that of the existing approval (or the existing kennel building). There was also some acknowledgement that the revised proposal appeared to be of relatively low impact. However, the revised proposal did not significantly address the points which the Council had included in its objection to the last revision in November 2023 and therefore, on balance and recognising the need for consistency in its decision making, the council voted to object to the application.</p>	To object to the application
	b	<p>LW/24/0422 - 2 Longridge Cottages, North Common Road - Proposed single storey rear extension. NB this property lies just into North Chailey, but immediately adjacent to the border with Wivelsfield, so the Council may wish to comment upon it. (Case Officer: Ella Rigluth)**</p>	To Support the application.
	c	<p>Other Planning Matters <u>Query about bus shelter and signage providers for highway works on the B2112, associated with the Cala Homes site for 96 dwellings.</u> It was noted that the shelter is proposed to include an automated timetable facility. On principle the Council felt it should not take responsibility for this IT element of the shelter, even if it agreed to adopt the shelter itself.</p>	Before making a decision on adopting the shelter Clerk to enquire re: responsibility for the IT element.
	d	<p><u>Communication with LDC following meeting with Chief Exec and Head of Development Management in May.</u> The promised record of what LDC plans to do to address the concerns raised in the meeting has not materialised, despite it being promised a second time in a conversation between the Chair and the CEO of LDC. The Council expressed its disappointment at the continued failure of LDC to deliver on its promises.</p>	Clerk to check that nothing has been received. If not Chair to email CEO.
6	a	<p>Financial Matters To approve this month's payments</p>	Payments approved.
	b	<p>To note an additional CIL sum of £5,450.08, received for the former Travis Perkins site.</p>	Noted
	c	<p><u>Financial statements 1 April – 30 June.</u> Agreed. The Council also asked that the Clerk give a brief explanation at the next meeting to ensure there was a consistent understanding of each of the line items in the reports.</p>	Approved. Clerk to add explanatory item to next agenda
	d	<p><u>Anticipated CIL receipts from South Road development.</u> The Council noted that with this and other CIL payments from larger developments, the CIL pipeline for the next 5 years looked significant and that the time was right</p>	Noted. Clerk to schedule

		to start planning in more detail for larger scale expenditure over that period. It was suggested that with results of the consultation coming in that agenda items should be added to one or more post summer meetings (Sept/Oct) to discuss	agenda item re: longer term planning.
	e	<u>Request for a pump track at the green.</u> The earlier resident's presentation, and the meeting with Councillors Cumberland and Turner were discussed. There was general and positive support for the idea of a pump track. It was clear that this would be a significant project, requiring planning permission, and the agreement and close co-operation with the Village Hall Committee. It was agreed that this shouldn't stop the Clerk starting to look into the detail of possible suppliers and other points that will need to be addressed. The Chair will give a heads up to the Chair of the Village Hall Committee. It was also noted that these initial steps, and the current and future anticipated CIL balances would not mean that other residents' proposals, for example which might arise from the consultation, could not also be accommodated, or pursued as alternatives.	To proceed with initial investigations. Chair to contact chair of the Village Hall Committee.
	f	Initial findings from research about updating play facilities at Wivelsfield recreation ground.	Report Noted. Agreed that the postponed meeting with the play area expert should be conducted before further consideration
7		Clerk's Report	
	a	Action list Councillor Turner offered to chase and take forward action in relation to the Ditchling footpath at the end of Eastern Road	Noted.
	b	Update on plans for the Community Information Event on 13 th July and request for help on the day. The Chair to liaise with the Clerk re: content of Parish Council stands etc. Councillor Turner offered to put out the road-side signs.	Noted
	c	Community questionnaire results to date. It was noted that the initial results were difficult to read and process. The Chair asked if Councillor Keeley could attempt some level of collation of the spreadsheet to facilitate a fuller discussion	Councillor Keeley to review and collate results to date
	d	To note the report received on website accessibility.	Noted. It was agreed the costs for the proposed new village information boards should be ratified at the next meeting.

8	<p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p>	<p>Reports from Parish Councillors</p> <p>To consider introducing a Planning Committee. After some discussion it was agreed to establish a working group which could operate informally and make recommendations on planning matters to the Council, without the need to establish itself as a decision-making body. The objective would be to free up significant time on the council's agenda. The Chair agreed to chair an initial working group meeting to which any councillors would be welcome. One of the initial roles of the working group would be to suggest some guidelines (not rules) for planning decisions (e.g. things we might generally support, say, for illustration, improvements to existing dwellings for owners use, and things we don't generally support, say, for illustration, large scale development outside the development boundary).</p> <p>To consider a report from the Communications Working Group (CWG), and:</p> <ul style="list-style-type: none"> - To note and agree the approach to comms and role of the CWG outlined in the report paper - Specifically, to authorise the CWG to operate and manage the website and facebook pages as outlined in the report, paras 3.3 – 3.7 - To authorise the CWG to commission a new website at a cost of up to [£2000] - To review the suggested format for a newsletter going forwards. <p>To consider whether to change the name of Wivelsfield Parish Council, to an alternative, taking into account feedback received from the community questionnaires. It was agreed that as there were competing views in the questionnaire feedback, the Council should not change its name until the consultation results have been fully reviewed</p> <p>To agree content for the Council's stand at the Community Info Day.</p> <p>Feedback from the Village Hall Management Committee meeting held 20th June.</p> <p>The recreation ground, roles and responsibilities.</p> <p>In relation to items e and f Councillor Haffenden reported that the Village Hall Management Committee appeared supportive and open in relation to the Council's recent proposals to replace the basketball hoop, add targets/interest to the football wall and potentially install a table tennis table.</p>	<p>Chair to convene and lead an initial Planning Working group Meeting</p> <p>Noted and agreed</p> <p>Noted and Agreed</p> <p>Approved</p> <p>Agreed</p> <p>Chair to liaise with Clerk.</p>
9		<p>Reports from District & County Councillors, MP & PCSO</p> <p>To note any written reports received prior to the meeting</p> <p>None</p>	

10	a	Correspondence – to review the items below plus any others arriving between the publication of the agenda and the meeting Summer newsletter from the Sussex Association of Local Councils.	Noted
11		Items for Noting or Inclusion on Next Agenda	None
12	a	Date of Next Meeting Monday 5 th August 2024 – Parish Council Meeting	

Accounts for Payment Approved at the Meeting of 1st July 2024

Items for Payment Approval

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
		£	£		
General Expenditure					
Salaries	July 24 Salary run		2576.95	Bank transfer	980
East Sussex Pension Fund	Pension contributions July 24		909.24	Bank transfer	981
Lewes District Council	Car park & pavilion bin emptying June 24		38.40	Bank transfer	982
Lewes District Council	Charters Gate dog bin emptying July 24		93.60	Bank transfer	983
Lewes District Council	Quarterly dog bin emptying 1 Jul – 30 Sept 24		655.20	Bank transfer	984
Lewes District Council	Quarterly litter bin emptying 1 Jul – 30 Sept 24		93.60	Bank transfer	985
Lewes District Council	Play area & outdoor gym inspection July 24		36.00	Bank transfer	986
Sage UK Ltd	July 24 Sage 50 Accounts subscription		100.80	DD	987
Tetrabyte	IT support & Office 365 licences – July 24		158.03	DD	988
Aubergine 262 Ltd	Accessibility review of PC website		358.80	Bank transfer	989
ESALC	Chair & Clerk Attendance at Breakthrough Communications training – 12 June 24		72.00	Bank transfer	990
Balfour Beatty Group Limited	Replacement lantern for Farncombe Close Column C		1,109.45	Bank Transfer	991
CPRE	Annual membership		112.00	Bank transfer	992
Ansty & Staplefield Parish Council	Share of street lighting costs Valebridge Road area		418.36	Bank transfer	993
BT	Phone & broadband		174.75	Bank transfer	994

Payee	Expenditure	Value	Total	Payment Type	Voucher Ref
E Gander	Reimbursement for stationery items		46.54	Bank transfer	995
Zurich Municipal	Insurance for use of bouncy castle at community info event		56.00	Bank transfer	996
Adobe Systems	Adobe Acrobat Subscription July 24		19.97	Bank transfer	997
Lewes District Association of Local Councils	Annual subscriptions 2023-24 and 2024-25		40.00	Bank transfer	998
Total General Expenditure			7,069.69		

All invoices listed have been examined, verified and certified by the Clerk, as RFO.