

Wisborough Green Parish Council

Notice of Parish Council Meeting

To: All Members of the Parish Council

I hereby give notice that a Meeting of Wisborough Green Parish Council will be held **online via Zoom** due to the Coronavirus Pandemic, on **Tuesday 17th November 2020 at 7.45 pm**. This is permitted under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 that are currently enacted for meetings on and up to 7th May 2021. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Signed: *Louise Davies*, Parish Council Clerk

Dated: 12th November 2020

AGENDA

(The figure in brackets indicates the minutes allocated to the agenda item)

1. Apologies for Absence **(1)**
2. Declaration of interests by Members in matters on the Agenda for this meeting: To consider and agree any requests for Dispensation **(1)**
3. Minutes of the last Meeting: to approve the minutes of the last meeting held on Tuesday 20th October 2020 **(1)**
4. Minutes of the last Finance Committee Meeting: To approve the minutes of the meeting held on Tuesday 3rd November 2020 **(1)**
5. District/County Councillor: To receive an update on District/County related matters **(10)**
6. Public Questions: To receive, and act upon if considered necessary by Council, comments made by members of the public **(10)**
7. Report on on-going matters:
 - a. Coronavirus (Covid-19) (Clerk) **(2)**
 - b. Traffic Management Plan/A272 Noise and Speed - to receive details of the meeting held on Wednesday 11th November 2020 (PD) and to consider concerns raised about school traffic in Newpound Lane (AJ) **(5)**
 - c. Songhurst Meadow - update on public open space (MW) **(3)**
 - d. Major Emergency Plan – confirmation of co-ordinating team (Clerk) **(3)**
 - e. Clerk's Report (Clerk) **(3)**
 - Cricketers Arms - review of current marquee arrangements and update on Christmas plans
 - Village Market
 - Gigabit Broadband - update on response
 - Assignment of Pavilion Lease – update on registration

8. New Items for Discussion:
- a. Tree Planting - to agree expenditure for planting the new Horse Chestnut and donated Maple tree (Clerk) **(1)**
 - b. Root Grinding - to agree expenditure to have roots ground out at the back of the Pavilion **(1)**
 - c. Annual Tree Inspection - to agree expenditure for tree maintenance work identified in recent inspection (Clerk) **(2)**
 - d. St Peter’s Parochial Church Council - to consider request for donation towards the churchyard and clock maintenance (S137) (PD) **(2)**
 - e. Scout Hut Lease - to authorise expenditure for completion (Clerk) **(3)**
 - f. The Three Crowns - to report contact by the property owner (HT) **(3)**
 - g. WSALC AGM - an update on review process, agree completion of questionnaire and to agree response to resolutions to be voted on: (PD) **(5)**
 - Special Resolution in respect of the Current value for money study.
It is RESOLVED that the Company Directors cease to progress the current value for money study
 - Special resolution in respect of the current strategic review.
It is RESOLVED the Company Directors work constructively with SSALC to conclude the current strategic review which includes a value for money element.
 - Special resolution in respect of future engagement of Parish Councils in West Sussex.
It is RESOLVED the company Directors establish a clear mechanism for engaging Parish Councils in West Sussex in studies that fall outside of the SSALC operational framework.
 - Special resolution in respect of the position of chairman and vice chairman of WSALC.
It is RESOLVED that the current Chairman and Vice Chairman off WSALC stands down.
9. Correspondence: To comment and, where necessary, agree action for correspondence and reports received by the Parish Council **(5)**
10. Planning **(15)**:
- a. New Planning Applications: to discuss and ratify response for the following:

Application Number	Application Details
WR/20/02516/FUL Case Officer: Vicki Baker	Mr Robert Wilkins Shipbourne Farm Fittleworth Road Wisborough Green RH14 0EU Erection of 1 no. agricultural building for livestock housing. O.S. Grid Ref. 504196/123886 To view the application, use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QHS1ABERH1V00

<p>WR/20/02612/FUL - Case Officer: Vicki Baker</p>	<p>Mr M Peacock 18 Butts Meadow Wisborough Green Billingshurst Installation of a new door to the rear elevation of flat 18. O.S. Grid Ref. 504727/126102 To view the application, use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QI7319ER0WT00</p>
<p>WR/20/02460/PA3Q</p>	<p>Mr George Andrews Dunhurst Farm, Skiff Lane Wisborough Green West Sussex Notification for Prior Approval for change of use of agricultural buildings to dwelling houses (Class C3). Installation of doors and windows and the replacement of cladding to walls. Part Os 4948 National Grid No.: 503522/127558 To view the application, use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QHILGUEROYN00</p>

- b. District Council Decisions: to receive Chichester District Council planning decisions (Clerk)
 - c. Other Planning Matters to report (Clerk)
11. Finance **(30)**:
- a. Bank Reconciliation - to confirm month end reconciliation for October (HT)
 - b. Accounts for Payment - to receive details and agree payment. (Clerk)
 - c. Monthly Financial Statement - to receive the year to date compared to budget statement. (Clerk)
 - d. Year End 2020 External Audit - to note audit completion. (Clerk)
 - e. Songhurst Meadow - to agree strategy for developer maintenance contribution (MN)
 - f. Budget Preparations for 2021/2022 - to review and consider the 2021/2022 objectives and draft budget as discussed by the Finance Committee – minutes circulated (MN)
 - g. Community Infrastructure Levy Funding - to agree allocation of current funds (MN)
12. Other Reports:
- a. Village Hall: update on refurbishment plans (Clerk)
 - b. Allotments: update on tenancies (Clerk)
 - c. The Green – report on Green Coordination Group meeting on 12th November (AB/MW) **(2)**
 - d. Health & Safety: any concerns to report (All)
13. Any Other Matters to Report (No decisions can be made on matters raised under this item. For notification only or inclusion on the next agenda.)

14. Date of Next Meeting:

Planning Committee Meeting: Tuesday 1st December 2020 at 8 pm (if required).
Tuesday 15th December 2020 at 8 pm (If required).
Tuesday 21st December 2020 at 8 pm (if required).
Tuesday 5th January 2021 at 8 pm (if required)

Parish Council Meeting on Tuesday 19th January 2021 at 7.45 pm.

15. Exclusion of Press and Public: To resolve that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and pursuant to Standing Orders (3d), to exclude the press and public due to the confidential nature of the business to be discussed.

Neighbourhood Plan Review (Clerk)
Clerk's Salary Review