

# 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 16<sup>th</sup> February 2021 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 7<sup>th</sup> 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: 11<sup>th</sup> February 2021

### 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 Extra-Ordinary meeting held on Tuesday 19<sup>th</sup> January 2021 **(1)**
4. District/County Councillor: To receive an update on District/County related matters **(10)**
5. Public Questions: To receive, and act upon if considered necessary by Council, comments made by members of the public **(10)**
6. Report on on-going matters:
  - a. Gatwick Airport – to agree response to latest consultations and delegation to complete (PD) **(3)**
  - b. Traffic Management Plan/A272 Noise and Speed – update on police meeting and Community Highways Application – agree next steps (SR/SW) **(3)**
  - c. New Sports Pavilion – review of latest plans – to consider if further changes are required or approve for submission to CDC (AJ/MW) **(10)**
  - d. Songhurst Meadow – update on Open Space Management Plan submitted by Runnymede Homes (PD) **(1)**
  - e. GoGigabit Scheme – update (Clerk) **(1)**
  - f. West Sussex Association of Local Councils – agree response to AGM Special Resolutions, and consider delegation of all future Council decisions to the Chairman and Clerk (PD)
  - g. Clerk's Report (Clerk) **(3)**
    - Scout Hut Lease
    - School Project
    - Butts Meadow surface water
    - Annual Parish Meeting in April
    - Any other matters or actions to report

7. New Items for Discussion:
  - a. Village Green Levelling and Drainage – to receive details of WG Sports proposal and to consider and agree Parish Council response (AB) **(5)**
  - b. Grass Cutting Contract for 2021 Season – to agree arrangements (Clerk) **(1)**
  - c. Public Toilet Cleaning Contract for 2020/21 – to agree arrangements (Clerk) **(1)**
  - d. Risk Assessments – to agree assessments to be undertaken by members (Clerk) **(2)**
8. Correspondence: To comment and, where necessary, agree action for correspondence and reports received by the Parish Council **(5)**
9. Planning **(15)**:
  - a. New Planning Applications: to discuss and ratify response for the following:

Application Number	Application Details
SDNP/21/00052/HOUS – Case Officer Lauren Cripps	Mr J Gould Pear Trees , Fittleworth Road, Wisborough Green, RH14 0HD Proposed swimming pool with associated hard surfacing and oak framed garden room. To view the application use the following link; <a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMGYIYTULS100">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMGYIYTULS100</a>
WR/20/02773/FUL - Case Officer: Vicki Baker	Mr M Watson S Atkinson Copse Cottage Harsfold Lane Wisborough Green RH14 0BD Substitute Plans - erection of ancillary building to provide garage and home office O.S. Grid Ref. 505130/125304 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QIYTNHERI0800">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QIYTNHERI0800</a>
WR/21/00141/OBG - Case Officer: Jane Thatcher	Mr Michael Weeks Land East of Winterfold Durbans Road Wisborough Green West Sussex Application for Deed of Variation of S106 Agreement – Affordable Housing O.S. Grid Ref. 505116/126219 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QN8OF5ER0SR00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QN8OF5ER0SR00</a>
WR/21/00117/FUL - Case Officer: Vicki Baker	Mr & Mrs B Osmaston Lowfold Farm Fittleworth Road Wisborough Green RH14 0ES Proposed conversion of existing barn into a residential dwelling. O.S. Grid Ref. 504180/124598 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QMZH83ERL1600">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QMZH83ERL1600</a>

WR/20/02859/FUL - Case Officer: Vicki Baker	Mr Richard Chandler Malthouse Plantation Barn Fittleworth Road Wisborough Green West Sussex Change of use from agricultural / forestry building to holiday accommodation. O.S. Grid Ref. 503730/124207 To view the application, use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QJDSJ1ERICIO0">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QJDSJ1ERICIO0</a>
SDNP/21/00296/LIS Case Officer: Beverley Stubbington	Mr John Massey Oldsmith, Fittleworth Road, Wisborough Green RH14 0EU O.S.Grid Ref: 503332/123716 Repointing of the east chimney brickwork and replacement of missing tiles at the base with lime mortar and matching reclaimed tiles. To view the application use the following link; <a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN4XZZTUM5G00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN4XZZTUM5G00</a>

- b. Pre-application Consultation - Proposed radio base station installation at grass verge of Fittleworth Road opposite the junction with Pallingham Lane, Wisborough Green
  - c. District Council Decisions: to receive Chichester District Council planning decisions (Clerk)
10. Finance **(10)**:
- a. Bank Reconciliation - to confirm month end reconciliation for January 2021 (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 figures (Clerk)
  - d. Internal Audit – to approve 2021 year-end audit arrangements (Clerk)
11. Other Reports:
- a. Village Hall: update on refurbishment plans (Clerk)
  - b. Allotments: update on tenancies. To consider request to install a polytunnel and fruit cage (Clerk)
  - c. Health & Safety: any concerns to report (All)
  - d. All Parishes Meeting on 8<sup>th</sup> February and Chair’s Briefing on 9<sup>th</sup> February – written update and presentations circulated – any further questions (PD)
12. 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.)
13. Date of Next Meeting:  
Planning Committee Meeting: Tuesday 2<sup>nd</sup> March 2021 at 8 pm (if required)  
Parish Council Meeting on Tuesday 16<sup>th</sup> March 2021 at 7.45 pm.
14. 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.
- a. Neighbourhood Plan Review Update
  - b. To consider the provision of community storage and garage purchase