

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 in the Village Hall on **Tuesday 19th October 2021 at 7.45 pm**. 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: 14th October 2021

PLEASE NOTE THAT CORONAVIRUS PRECAUTIONS WILL BE IN PLACE. PLEASE ENTER BY THE MAIN DOOR, SANITISE HANDS ON ARRIVAL AND WEAR A MASK UNTIL YOU ARE SEATED. SEATING WILL BE SOCIALLY DISTANCED AND WINDOWS WILL BE OPEN.

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 meeting held on Tuesday 21st September 2021 **(1)**
4. Minutes of the last Planning Committee Meeting: to approve the minutes of the meeting held on Tuesday 5th October 2021 **(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. Gatwick Airport – update (PD) **(2)**
 - b. Village Green Levelling and Drainage – update and to agree expenditure for drain CCTV condition survey (MW) **(2)**
 - c. Traffic Management Plan – update on Petworth Road 40 mph buffer zone. (Clerk) **(1)**
 - d. Songhurst Meadow Open Space – circular track – update (Clerk) **(1)**
 - e. New Homes Bonus – confirmation of funding and acceptance of terms (Clerk) **(1)**
 - f. Youth Provision – update on enquiries relating to village youth provision and to agree next steps & funding for publicity (LB/Clerk) **(3)**
 - g. Rural Gigabit Broadband Voucher Scheme – update on enquiries (TW) **(3)**
 - h. New Pavilion Plans – to consider if the planning application details should be made available for a public consultation for those without internet access (Clerk) **(2)**
 - i. Clerk's Update: **(3)**
 - Co-option Update – to agree approach to fill the vacancy

- Pond lily clearance and pointing
- Glebe Field Tree Preservation Order
- Contact with Diocese regarding development on Glebe Field
- Scout Hut Lease
- Next Newsletter
- Winter Management Plan
- Emergency Plan
- 2022 Meeting Dates
- The Queen’s Jubilee Weekend
- Covid Precautions – to consider and agree future meeting arrangements
- Information Kiosk – authorise expenditure for replacement map
- Any other matters

8. New Items for Discussion:

- a. Remembrance Day Road Closure – to agree arrangements and Risk Assessment for the closure on Sunday 14th November 2021 (Clerk) **(2)**
- b. Replacement Junior Goal – to consider Wisborough Green Sports proposal to replace the goal post (Clerk) **(2)**
- c. Basketball Net – to consider whether to provide a further concrete pad behind the Pavilion (with donated basketball net) & agree next steps (Clerk) **(2)**
- d. Replacement Noticeboard – to consider grant application for a replacement notice board at the Cricketers crossroads & approve expenditure if successful (Clerk) **(2)**
- e. August Bank Holiday Marquee – to consider the Horticultural Society’s request for the Parish Council to fund the marquee (Clerk) **(3)**
- f. Happy to Chat Bench – to consider installing a sign on a bench around the Green to encourage conversation, and agree expenditure (Clerk) **(2)**
- g. Christmas Projection/Tree – to confirm arrangements and agree expenditure (Clerk) **(1)**

9. Correspondence: To comment, and where necessary, agree action for correspondence and reports received by the Parish Council **(5)**

10. Planning **(10)**:

- a. To discuss and ratify response for the following:

Application Number	Application Details
WR/21/02842/TCA - Case Officer: Henry Whitby	Louise Davies Recreation Ground A272 The Luth To Durbans Road Wisborough Green RH14 0BN Notification of intention to reduce length on 1 no. north facing lateral lower branch by approximately 3 metres, on 1 no. Horse Chestnut tree (T55). O.S. Grid Ref. 504913/126030 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QZVPONERFQP00

SDNP/21/04856/HOUS - Beverley Stubbington	<p>Mr Richard Haythornthwaite North Springs , Horsebridge Hill, Wisborough Green, RH20 1JP Erection of a two storey extension, single storey extension, alterations to roof with double pitch and tapered valley and extension of pitched roof over existing gallery, remodelled cloakroom and entrance hall with flat roof and associated site landscaping works. O.S. Grid Ref. 502613/121413 To view the application use the following link; https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QZVMOATULSM00</p>
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- b. Chichester District Council decisions: to receive details of Planning Authority decisions.
 - c. Enforcement: Update on concerns highlighted to CDC and to report possible planning breaches.
11. Finance **(10)**:
- a. Bank Reconciliation - to confirm month end reconciliations for September (HT)
 - b. Accounts for Payment - to receive details and agree payment
 - c. Monthly Financial Statement – to receive the year to date compared to budget statement
 - d. Village Hall – to consider contribution to resolve damp concerns (Clerk)
 - e. Year End 2020 External Audit - to note audit completion and comments (Clerk)
 - f. Internal Audit – to agree internal audit arrangements for year end March 2022 (Clerk)
 - g. 2022/23 Budget Preparation – consideration of projects for inclusion in budget discussion by the Finance Committee
12. Other Reports **(5)**:
- a. Village Hall (Clerk)
 - b. Allotment (Clerk)
 - c. Health & Safety: any concerns to report (All)
 - d. Northern Parishes Meeting on 29th September 2021 (PD)
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 – Tuesday 2nd November at 8.00 pm only (if required)
Finance Committee Meeting – Tuesday 9th November at 7.30 pm
Parish Council – Tuesday 16th November at 7.45 pm