

# Wisborough Green Parish Council

## Notice of Parish Council Meeting

### To: All Members of the Parish Council

I hereby give notice that the Parish Council Meeting will be held in the Committee Room at the Village Hall on **Tuesday 21<sup>st</sup> February 2023 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: 16<sup>th</sup> February 2023

**PLEASE DO NOT ATTEND THE MEETING IF YOU ARE FEELING UNWELL.**

Links to supporting documents have been provided through the Agenda but please also refer to the [Clerk's Report](#) for additional information.

## 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 17<sup>th</sup> January 2023 **(1)**
4. [District/County Councillor](#): To receive an update and seek clarification on any 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)**  
To receive a short presentation from the WG Market Committee.
6. Report on on-going matters:
  - a. Local Plan/Neighbourhood Plan: **(15)**
    - Feedback from All Parishes Meeting on 6<sup>th</sup> February (AJ/SW)
    - To discuss and agree the Parish Council's response to the Local Plan Regulation 19 consultation and drafting responsibilities (AJ)
    - To discuss and agree a Northern Parishes collaborative response (AJ)
    - To approve expenditure for consultant's support (Clerk)
    - To agree discussion items for the meeting with CDC on 10<sup>th</sup> March (AJ)
    - NP - Local Green Space Assessment - update on assessment and grant funding (Clerk)
    - NP - Tanglewood – feedback from meeting with the developer (AJ)
  - b. Youth Provision – grant funding and project update (Clerk) **(2)**
  - c. Public Toilets – update on cleaning arrangements and future provision (Clerk) **(2)**
  - d. WSCC Electric Vehicle Charge Point Network – update (Clerk) **(2)**
  - e. Clerk's Update: **(5)**

- Annual Parish Meeting on Thursday 20<sup>th</sup> April – confirmation of History Society presentation
- Songhurst Meadow - Cedec Path repairs
- Watershed Application – School Road
- Any other matters since the publication of the Agenda

7. New Items for Discussion:

- CDC Infrastructure Business Plan** – to review [existing and consider new projects](#) to be submitted for inclusion (Clerk) **(5)**
- National Planning Policy Framework (NPPF) – to agree if the Parish Council responds to the government’s consultation in line with the [briefing prepared by WSALC](#) or requests to be included in the WSALC response (Clerk) **(2)**
- Village Green Repairs – to receive details and approve expenditure for seasonal repairs (AB) **(5)**
- Village Market – to consider and agree if the Parish Council can help retain the market (SW) **(2)**
- Use of The Green – to consider the request from the School PTA to hold an Easter Hunt around the Village Centre on 23<sup>rd</sup> March 2023 (Clerk) **(1)**
- Use of The Green – to consider the request from the School PTA to hold the school Summer Fair on Saturday 17<sup>th</sup> June 2023 (Clerk) **(1)**
- Use of The Green – to consider the request from the WG Fete Society to hold the August Fete on Monday 28<sup>th</sup> August 2023 (Clerk) **(1)**
- Donated Bench – to consider request to replace a removed bench on the Village Green (Clerk)
- CAGNE Aviation Town and Parish Forum – to consider membership invitation (SW) **(2)**
- Runnymede Homes – to consider request for a short quote to include in publicity material being sent to landowners and agents (Clerk) **(1)**
- Seaford College Community Action Day Thursday 6<sup>th</sup> July – to consider if there wany suitable tasks for the students to undertake (Clerk) **(1)**

8. Correspondence: To comment, and where necessary, agree action for [correspondence and reports](#) received by the Parish Council **(3)**

9. Planning **(20)**:

- To discuss and ratify response for the following:

Application Number	Application Details
WR/23/00097/TCA - Case Officer: Henry Whitby	Mrs Alice Salisbury Ivy Cottage Petworth Road Wisborough Green West Sussex Notification of intention to crown reduce by 2m to secondary growth points on 1 no. Lime tree (T1). Fell 1 no. Holly tree (T2). Crown reduce by 1 m to live secondary growth points on 1 no. Plumb tree (T3). O.S. Grid Ref. 504845/126048 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=ROJ7PV-ER15X00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=ROJ7PV-ER15X00</a>
WR/23/00262/DOM - Case Officer: Miruna Turland	Mr Oliver Betchley Meadow View Petworth Road Wisborough Green Billingshurst Installation of timber 5 bar gate. O.S. Grid Ref. 504667/125873

	To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RPEPPZER0ZU00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RPEPPZER0ZU00</a>
WR/23/00215/TCA - Case Officer: Henry Whitby	Mrs Vanessa Palmer Wilton Cottage Kirdford Road Wisborough Green West Sussex Notification of intention to fell 1 no. English Oak tree (T7). O.S. Grid Ref. 504659/126330 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RPAIZLERIMIO0">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RPAIZLERIMIO0</a>
WR/22/02535/FUL – Case Officer: Alicia Snook	Mr Hugo Sugden Lowfold Fittleworth Road Wisborough Green West Sussex RH14 0ES Retrospective change of use of existing agricultural store currently used as garaging and games room for use as garaging and ancillary annexe accommodation with alterations to fenestration. <a href="https://publicaccess.chichester.gov.uk/online-applications/simpleSearchResults.do?action=firstPage">https://publicaccess.chichester.gov.uk/online-applications/simpleSearchResults.do?action=firstPage</a>

- b. [District Council Decisions](#): to receive details of the Planning Authority's decisions.
- c. Enforcement: to notify of any possible planning breaches or update on enquiries made by CDC.

10. Finance **(15)**:

- a. Bank Reconciliation - to confirm month end reconciliations for the end of December 2022 (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. Notification of S137 Allowance from 1<sup>st</sup> April – set at £9.93.
- e. Donation Requests - to consider requests and agree payments for March 2023

11. Other Reports **(5)**:

- a. Village Hall (Clerk)
  - New Management Committee structure
  - Incident at the Village Hall
  - New class to coincide with meetings
- b. Allotments (Clerk)
  - Tenancy update
- c. Health & Safety - any concerns to report (All)
- d. Sussex Police All Parishes Meeting on 30<sup>th</sup> January 2023 (SW)

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 - Tuesday 7<sup>th</sup> March 2023 at 8 pm (if required)  
Parish Council Meeting - Tuesday 21<sup>st</sup> March 2023 at 7.45 pm