

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 21st March 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: 16th March 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 21st February 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)**
6. Report on on-going matters:
 - a. Local Plan/Neighbourhood Plan: **(5)**
 - Local Plan Response
 - Local Green Space assessment
 - Neighbourhood Plan update
 - b. Youth Provision – project update (Clerk) **(2)**
 - c. Pavilion Lease – update **(1)** (Clerk)
 - d. CLT Formation – update **(1)** (Clerk)
 - e. Clerk's Update: **(3)**
 - Public Toilets – update on new cleaning arrangements
 - Reminder: Litter picking – Saturday 1st April at 2 pm
 - Reminder: Annual Parish Meeting on Thursday 20th April with History Society Presentation
 - Reminder: Parish Council elections – complete and submit paperwork by 4.00 pm on Tuesday 4th April, if standing

- Any other matters since the publication of the Agenda.

7. New Items for Discussion:

- Risk Assessments – to review the Parish Council [Risk Assessments](#) and to agree actions and expenditure for [identified maintenance requirements](#) (All) **(5)**
- Tree Removal – [to consider quotations and agree expenditure](#) (Clerk)
- [Public Space Protection Order](#) – Dog Control – to consider if the Village Green and Songhurst Meadow open space should be put forward for inclusion as part of the CDC review (Clerk) **(2)**
- [CDC Coronation Grant](#) – to agree application request (Clerk) **(2)**

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/23/00103/DOM - Case Officer: Miruna Turland	Mr David Banks Hoelands Billingshurst Road Wisborough Green West Sussex Demolition of existing single storey side and rear elements and proposed new side and rear single storey extensions and internal alterations. O.S. Grid Ref. 505605/125566 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ROKWUGERI7300
SDNP/23/00570/FUL – Case Officer: Beverley Stubbington	Mr and Mrs A Dimond Old Smithy, Land South of Old Spencers, Crimbourne Lane, Wisborough Green, Billingshurst, West Sussex, RH14 0HY Change of use and extension of existing outbuilding 'Old Smithy' to provide ancillary accommodation to 'Old Spencers'. https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RPRF7QTUORI00
WR/23/00333/DOM - Case Officer: Alicia Snook	Mr David Sloan Farnfold Billingshurst Road Wisborough Green Billingshurst Proposed two storey extension on west elevation, canopy with pitched roof on south elevation, change of use of existing garage to create habitable accommodation with pitched roof over existing garage and annexe, with various alterations including changes to fenestration. New detached double garage and timber framed gazebo. Creation of new access from Glebe Way with drop kerb and closing off of existing entrance from Billingshurst Road with a hedge. O.S. Grid Ref. 505294/125749 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-

	applications/applicationDetails.do?activeTab=summary&keyVal=RPTCFYERJ1A00
WR/23/00365/DOM - Case Officer: Miruna Turland	Mr Ben Harnan 7 Council Cottages Durbans Road Wisborough Green Billingshurst Proposed two storey side and rear extension, front entrance canopy, and associated landscaping including new rearranged driveway and access. Relocation of existing garage. O.S. Grid Ref. 504969/126630 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQ0EIJERJ2S00
22/02346/OUT	Foxbridge Golf Club Foxbridge Lane Plaistow West Sussex RH14 0LB Outline application for a wellbeing and leisure development <u>Additional documents submitted.</u> https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RI7F47ERLCT00

- 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 reconciliations for the end of February 2023 (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.

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

- a. Village Hall (Clerk)
- b. Allotments (Clerk)
 - Tenancy update
 - Community Allotment – to give consideration to a proposal to create a community plot
- c. Village Green – Green Coordination Group meeting arranged for 22nd March – any items to raise (Clerk)
- d. Health & Safety - any concerns to report (All)
- e. Monthly Sussex Police All Parishes Meeting (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 4th April 2023 at 8.00 pm
- Parish Council Meeting - Tuesday 18th April 2023 at 7.45 pm
- Annual Parish Meeting - Thursday 20th April 2023 at 8.00 pm