

To: All Members of the Parish Council

I hereby give notice that a Parish Council Meeting will be held in the Committee Room at the Village Hall on **Tuesday 20<sup>th</sup> February 2024 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: 15<sup>th</sup> February 2024

## 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 16<sup>th</sup> January 2024 **(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)**
  - Presentation by the Soel Copse Barn applicant
6. Planning **(15)**:
  - a. To discuss and ratify responses for the following applications:

| Application Number                               | Application Details  |
|--|--|
| WR/23/02867/DOM<br>- Case Officer: Gill Bartlett | <p>Mr Mark Edwards</p> <p>1 The Luth Wisborough Green Billingshurst West Sussex</p> <p>Demolition of existing carport and rear ground floor extension, change use of garage to habitable accommodation with new pitched roof, erection of new single-storey rear extension and front porch, removal of chimney on rear elevation, installation of 1 no. chimney on side elevation and 1 no. flue on front elevation, with various alterations including changes to fenestration. Installation of oil tank and screening.</p> <p>O.S. Grid Ref. 504703/126171</p> <p>To view the application use the following link;<br/> <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S5V8M4ER14300">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S5V8M4ER14300</a></p> |

|   |  |
|---|--|
| WR/24/00135/DOM<br>- Case Officer:<br>Miruna Turland              | Mr & Mrs Brown<br>1 Carters Way Wisborough Green Billingshurst West Sussex<br>Demolition of existing attached garage and erection of a two storey side extension, single storey front extension, and external associated works (amendments to previous approved applications WR/23/01341/DOM and WR/23/02419/NMA).<br>O.S. Grid Ref. 504625/126106<br>To view the application use the following link;<br><a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S7GHM0ERGTR00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=S7GHM0ERGTR00</a> |
| SDNP/23/04835/HO<br>US - Case Officer:<br>Beverley<br>Stubbington | Ms C Cooper<br>Farrington Copse, Horsebridge Hill Bedham Wisborough Green RH20 1JP<br>Loft conversion to provide 3 no. bedrooms. Rear, side and front facing dormer windows. Glazing to rear gable elevation. First floor render to external walls clad with tile hanging to match annex.<br>O.S. Grid Ref. 502449/121737<br>To view the application use the following link;<br><a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S464ZETUJNC00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S464ZETUJNC00</a>      |
| WR/24/00197/PLD<br>- Case Officer:<br>Miruna Turland              | Ms B Rogers<br>6 Butts Meadow, Wisborough Green, Billingshurst, RH14 0BU<br>Single storey rear extension.<br>O.S. Grid Ref. 504773/126135<br>To view the application use the following link;<br><a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S7V80DERGYD00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=S7V80DERGYD00</a>  |

- b. Soel Copse Barn: To consider if new information has been provided that changes the Parish Council's previous comments submitted to CDC and to agree if any further representation should be made:

| Application Number                                 | Application Details  |
|--|--|
| WR/21/03622/FUL -<br>Case Officer: Sascha<br>Haigh | Mr D Tredinnick<br>Soel Copse Barn Formaly Starveall Barn Newpound Wisborough Green<br>Replacement of existing barn and associated structures and erection of 1 no. self-catering holiday let.<br>O.S. Grid Ref. 505487/127777<br>To view the application use the following link;<br><a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R49N93ERJ2400">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R49N93ERJ2400</a> |

- c. [District Council Decisions](#) – to receive details of the Planning Authority's decisions  
d. Enforcement: to report any possible planning breaches and CDC updates

7. Report on on-going matters:
  - a. Gatwick Airport – update and future consultations (PD) **(5)**
  - b. Neighbourhood Plan – Local Plan and developer engagement update, and to consider implications/any action relating to infrastructure concerns raised by southern parishes (PD/Clerk) **(5)**
  - c. Clerk's Update: **(5)**
    - Community Traffic Regulation Order application
    - Stable Field Open Space agreement
    - Transfer of the public toilets
    - Reviewed Byelaws application
    - The west road access/no parking trial
    - Football Club – post-match arrangements
    - Playground inspections
    - School Road Watershed application
    - History Society walk invitation
    - Data protection and cyber security
    - Community litter pick – suggested date Saturday 6<sup>th</sup> April 2024 at 2 pm
    - Other matters to report since the publication of the agenda
8. New Items for Discussion:
  - a. [CDC Infrastructure Business Plan](#) – to review existing and consider any new projects to be submitted for inclusion (Clerk) **(5)**
  - b. Proposed Solar Farm – feedback on public consultation and agree if any further information is required at this time (PD) **(3)**
  - c. Annual Parish Meeting on Thursday 25<sup>th</sup> April 2024 – to agree arrangements and start time (Clerk) **(2)**
  - d. Stable Field – to consider the request to use the field for parking for the RunWisborough event in June (Clerk) **(1)**
  - e. Use of The Green – to consider the request from WG Fete Society to hold the Fete on Monday 26<sup>th</sup> August 2024 (Clerk) **(1)**
  - f. Ukrainian Flag – to consider replacement (Clerk) **(2)**
9. Correspondence: To comment, and where necessary, agree action for [correspondence and reports](#) received by the Parish Council **(5)**
10. Finance **(30)**:
  - a. Bank Reconciliation - to confirm month end reconciliation for January 2024 (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. Direct Debit – to approve future monthly payments to Vodafone
11. Other Reports **(5)**:
  - a. Village Hall (Clerk)
    - Annual General Meeting feedback
    - The Old Workhouse tenancy

- b. Allotments (Clerk)
    - Tenancy update
    - Allotment supervisor
  - c. All Parishes Meeting on 19<sup>th</sup> February 2024 (PD/SW)
  - d. Health & Safety - any concerns to report (All)
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:  
Data Protection Training – Tuesday 5<sup>th</sup> March 2024 – Data Protection training 7.30 pm (Zoom)  
Planning Committee – Tuesday 5<sup>th</sup> March 2024 at 8.30 pm (only if required)  
Parish Council Meeting – Tuesday 19<sup>th</sup> March 2024 at 7.45 pm