



DRAFT MINUTES TO BE AGREED ON 19TH MAY 2026

- Date: Tuesday 21st April 2026
- Present: Mr A Burbridge (AB), Mr P Drummond (PD), Mr D Hill (DH), Mr M Foster (MF),
Mr A Jackson (AJ), Mr F Vickery (FV), Mrs S Winship (SW) (Chair)
Mr M Watson (MW – in attendance from 7.45 until 8.30 pm)
- Apologies: Mr T Worrall (TW)
- In Attendance: Mrs L Davies, Parish Council Clerk
District Councillors Todhunter and Evans
- Members of Public: 3

The Chair opened the meeting at 7.45 pm and welcomed everyone.

- Apologies for Absence:
Apologies were received and accepted from Mr Worrall.
- Declaration of Members' Interests:
No interests were declared.
PD subsequently declared before the planning discussion that the East Lutmans applicant was a friend.
- Minutes of the Last Meeting:
At the request of AB and TW, it was agreed to add an additional sentence to item 7b. Pavilion "TW and AB disagreed on the tone of the letter being aggressive and bullying but considered it was just a firm well written business letter."
The Minutes of the meeting held on Tuesday 17th February 2026 were then approved as a correct record and signed by the Chair.
- District/County Councillor Updates:
County Councillor: Cllr Duncton had sent her apologies. Her report was circulated in advance of the meeting, summarised below.
 - County-wide, operations were proceeding as normal.
 - Despite rumours, a balanced budget had been maintained by West Sussex County Council (WSCC) with no service cuts. No libraries had been closed, and they continued to serve additional roles as community hubs, hosting groups, clubs, and providing local advice services. Petworth Library accommodated the Town Council and was functioning well in this capacity.
 - The total budget was approximately £2.3 billion. The largest allocation was for Schools and Children's Services (£1.346 billion), followed by Adult Social Care and Health (£577 million). Other allocations included Highways (£84.6 million), Fire and Rescue (£72.8 million), and Environment and Waste (£90.1 million).
 - Efforts to address potholes had increased, with repairs rising to 49,000 per annum, up from 35,000, indicating positive progress.

District Councillor: Cllrs Evans and Todhunter were in attendance until 8.02 pm. A report had been circulated in advance of the meeting, summarised below.

Local Updates

- Foxbridge Golf Club: Went to the Planning Committee on 15th April with the recommendation to approve despite sound and well-prepared local objections. Officers considered the economic benefits outweighed the harm. Disappointingly, despite good local representations at the meeting, it was approved. Cllr Todhunter was unable to make representation having voted against the application at Loxwood Parish Council before being elected to Chichester District Council (CDC).
- Local Businesses: Pleased to see the recent re-opening of the Forester's Arms in Kirdford.
- Heating Oil Costs: Aware that many people across the Ward may be struggling with the increased costs of heating oil. The West Sussex Crisis and Resilience Fund are distributing Government support for those affected.
- Local Government Reorganisation: The Government's decision on the future structure of West Sussex's Unitary Councils was expected in mid-March, however, the Government postponed the decision for Sussex until after the May elections. A further consultation on a revised proposal was planned, combining Chichester, Mid-Sussex, Horsham and Crawley into one new Unitary Authority, and Arun, Adur and Worthing into another, alongside changes to expand Brighton's footprint. This delay was frustrating, although the overall reorganisation timeline remained unchanged.

CDC Wide Updates

- Food Waste Collections: The roll-out of the new household food waste collection service was progressing well - began on time and on schedule last month. To date, over 25% of the district had received their food waste starter packs, and the first collection round had started. Uptake had been high, meaning there have been some initial delays.
- Chichester Wellbeing Service: Looking to extend the Wellbeing Service, which is delivered in partnership with WSCC. The offer includes weight management, stop smoking, physical activity classes, blood pressure checks and NHS Health Checks. Over the last year the service has introduced several new programmes and continues to go from strength-to-strength.
- Supporting You Team: Continues to make a real difference to residents and the success of this team is very evident. A budgeting calculator is available on the CDC website for residents to self-serve or to work with a Supporting You Officer to identify budget changes and quick wins such as applying for discounts and benefits or accessing social tariffs.

Surgeries

Cllr. Gareth Evans is available to meet residents face to face via one of his regular surgeries. Gareth plans to start the next round of his surgeries from May. Look out for the dates on Facebook or in our next update.

The Clerk highlighted that after the recycling refuse collection, there was often litter left in the road and asked if the operatives could pick it up; FV concurred with this observation.

Cllr Todhunter agreed to raise again with the department.

5. Public Questions:

Barnfield Shaw Resident: Provided details of the gates and locks that had been installed across the footpath and the impact that it was having on residents. She considered the landowner's attitude petty-minded and wanted to understand what could be done.

Butts Meadow Residents (2): Attended the meeting to hear discussion relating to the double yellow lines and confirmed that the line painting had now been completed.

6. Report on on-going matters:

a. Neighbourhood Plan (NP): The Clerk advised that:

- The consultation analysis had been completed and a consultation report was being prepared to send to the planning consultant for validation. The consultation results would then need to be discussed with CDC.
- Work on the Strategic Environmental Assessment and Habitats Regulations Assessment could be started and quotations obtained.
- The Steering Group was now reviewing policies to ensure compliance with the Local Plan. The National Planning Policy Framework was being amended to standardise strategic policies and remove policy duplication. The Neighbourhood Plan would therefore focus on village specific policies supported with evidence.
- A further detailed Freedom of Information request had been received from the same resident, and the Clerk was preparing the response.
- All being well, the Steering Group hoped to progress to the Regulation 14 consultation in the autumn but there was a lot of work to do. Explanation was given to CDC's 5-year housing land supply and the additional 20% requirement from July.

b. Traffic Management:

- Butts Meadow Double Yellow Lines: The Clerk had met and sought advice from a Highways Officer who visited the village for another matter and subsequently emailed the Officer who progressed the Traffic Regulation Order; he was now making enquiries with the WSCC Legal Department. **Members supported a reduction in the line length outside the property as they understood the residents' concern and inconvenience. Members authorised the Clerk to progress the change if this was possible.**
- Speed Indicator Device: The Highways Officer had confirmed that another site was possible south of the Newpound Lane junction on the B2133. **Members agreed that an application for a licence should be submitted.**
The site on the A272 by Wisborough Gardens had now been confirmed. Quotations for the socket installation and removal post for both sites would be obtained. The provision of a further Speed Indicator Device to be considered in future objectives discussion. The Chair highlighted that this would increase work for herself and the Clerk; further volunteers would be needed.

8.02 pm – Two members of public and the District Councillors left the meeting room.

c. Replacement Pavilion:

Further legal advice had been received and circulated. SW noted that the latest response appeared to contradict the original opinion but suggested it offered some clarification regarding the building's use, particularly as the initial solicitor had not fully addressed the questions raised. Given the level of investment in a new building, it was agreed by all that it was essential to ensure the correct decision was made. AB believed that it was Wisborough Green Sports (WGS) view that this represented a delaying factor and that such information should have been obtained prior to planning approval. The Chair encouraged members to focus on the current discussion rather than revisiting past decisions, acknowledging that hindsight was valuable and that mistakes might have been made by both parties. She emphasised the importance of progressing the project constructively and asked members to concentrate on the questions currently under consideration. AB confirmed that WGS was supportive of a future village consultation to confirm the project.

It was agreed that:

- **The Parish Council had not received clear legal opinion that would allow for discussion and resolution on the future building, size and use.**

- **Further opinion to be sought from a specialist barrister in a joint approach with WGS, although the Parish Council would fund. Members acknowledged that this could cost several thousand pounds but was essential with the level of future investment.**
- **Delegated to the Chair and Clerk to progress with WGS. Councillors were asked to review the information in detail and submit any queries to the Clerk for inclusion.**

d. Playground Repairs:

- Surfacing Repairs: As a result of using the Government's Find a Tender website, 4 further quotations had now been received in addition to the original; details had been circulated. MW gave explanation to the specification and the scrutinisation of quotations to understand the standards being applied. Having met with the two preferred contractors, Contractor 1 provided most confidence although was more expensive. It was MW's intention to undertake site visits and obtain references and subject to a satisfactory outcome, he and the Clerk recommended acceptance of Contractor 1's quotation for £45,446 plus VAT. Failing that, to accept Contractor 2's quotation. It was anticipated that the work would be undertaken and completed before the school summer holiday. **Members approved this approach and expenditure, noting that, as previously agreed, this would be funded by Community Infrastructure Levy funding. The decision to engage the contractor was delegated to the Clerk and MW.**
- Replacement Guardrail: The platform on the climbing frame had now been replaced but unfortunately the guardrail was too corroded to reinstall. The gap had been covered until the rail could be replaced at a cost of £350 plus VAT. **Member authorised this expenditure.**

e. Stable Field:

- Surface Levelling: This work was being undertaken tomorrow from 8 am. The Clerk advised that FV's inspection report had been sent to the developer, who confirmed they would remove the soil heaps, rotavate, remove builder's debris and rubble before adding topsoil and seed. **FV agreed to telephone the developer in the morning to discuss the work.** AB raised concerns about use as a car park this summer, but members accepted that it was required for parking this summer as previously discussed.
- Drainage into the Green Lane: The way marker was down and the uncleared section of ditch was potentially WSCC or riparian ownership responsibility. AB believed that the landowner had purposefully not cleared to slow water flow to prevent flooding on his property. **It was agreed to report both to WSCC.**
- Footpath Gates and Signs: Over the Easter weekend, gates and locks had been installed across the path in front of Park Lodge. The Barnfield Shaw residents had raised concerns with Remmus Homes which had confirmed to residents that they did have a right of access. However, the new arrangement was inconvenient to them and prevented use by other residents who were now forced to walk in the road. Enquiries with CDC Enforcement were inconclusive; details were provided. Concern and disappointment were expressed by members who had engaged in lengthy discussion with the landowner, highlighting that he had initially supported the Parish Council in its endeavours to achieve a connecting path along Kirdford Road. Community support at a previous Neighbourhood Plan consultation event for the development was on the basis of this connecting path and the landowner, a resident of the village, had rescinded on this agreement. The Chair highlighted that CDC had previously not supported use of Stable Field for sport without a connecting path, so without the path, future use was restricted. The Tanglewood planning application had confirmed, with WSCC Highways support, that an alternative on the opposite side of the road was

an option, but aesthetically, this would urbanise the road's appearance. **It was agreed that this situation should be discussed with the WGS representatives in relation to use as a car park and the Clerk to seek further advice from Cllr Todhunter regarding the enforcement enquiry.**

- Parking: Parking in front of the field gate had been noted which also restricted pedestrian access. **Members agreed that access should be maintained at all times and that a sign should be put on the gate.**

f. Data Protection:

MF confirmed that he had reviewed the training update and signed the record accordingly.

g. Village Green Repairs:

The following work had been confirmed. AB advised that the verti-draining was undertaken last week as the contractor had availability.

Verti-drain whole field for £800

Supply and spread 24 bags of Origin Xtend 12-20-12 for £999.80

Supply and drill 10 bags of Origin pitches seed over the cricket and football field for £1,220

For the total cost £3,019.80 plus VAT

The Football Club has accepted the sand quotation.

h. Byelaws:

An update letter had been received from the Ministry of Housing, Communities and Local Government. The Clerk advised that a consultation to update the Byelaws for the Village Green and introduce for Songhurst Meadow had been undertaken and the application subsequently submitted. Stable Field was then transferred to the Parish Council, and a Council decision was taken to introduce the same Byelaws for continuity on this land. As Stable Field had not been included in the consultation, the Council had been informed that the Secretary of State would be considering whether all those who could be affected had been consulted. **Members therefore agreed that a further consultation should be undertaken in the next newsletter to ensure that the application was successful.**

i. School Road Access Repair:

The Clerk provided details of communication with a resident. Members retained the opinion that the Parish Council was not responsible for repairing their access, which was damaged by their use. When other parts of the Green were damaged, the Parish Council sought to recover the repair costs and would therefore continue to monitor the area from a health and safety perspective.

j. Clerk's Update

- Annual Parish Meeting: Reminder that it was being held on Wednesday 29th April 2026 at 7.30 pm. Members' attendance was encouraged and help with set up from 7 pm would be welcomed.
- New Email Addresses: Members were asked to complete by the end April as the old emails would be switched off. FV requested that the instructions be re-sent as setting up on his telephone had failed.
- New Website: The initial set up had been shared with the Clerk and AJ but there was still work to do. Due to other pressures, the Clerk had been unable to progress but would now do so.
- Other matters to report since the publication of the agenda
- Weed Treatment: Unfortunately, the contractor lined up to spray the village had now pulled out. She had asked Sussex Land Services if they would be able to undertake, but no response to date. A trial of a non-chemical alternative was being undertaken in the playground. AB/FV would forward details of another national company.

- Thornton Meadow – Removal of Age Restriction: The Residents' Association had submitted a letter to the Council and also telephoned the Clerk. They had expressed concern at the lack of advertising, restricted parking in the area and disappointment that the Parish Council had raised no objection to the two applications. The Clerk had highlighted to the planning officer and asked the resident to contact Cllr Todhunter.
- Winterfold Garden: Concern had been raised about the land clearance and bonfires. It was suggested to the resident that they contact CDC Environmental Health if the fires were a nuisance.
- Fibre Roll-out: An update had been received from the WSCC coordinator, who was unfortunately now moving to another position. Although the build phase had recently started, it was being delivered in 4 main phases and would take up to 2030. Unfortunately, Wisborough Green featured in phase 4.

9.05 pm – the remaining member of public left the meeting room.

7. New Items for Discussion:

a. Risk Assessments:

Members approved the Community Speed Watch and Speed Indicator Device Operation assessments as tabled.

b. Durbans Road Double Yellow Lines:

Members reviewed a map and photographs to understand the residents' concerns. After some discussion, **it was agreed that the Parish Council would not support double yellow lines along the road for the following reasons:**

- There was an opportunity to improve visibility by cutting back a hedge.
- Double yellow lines would cause displacement of cars and possibly parking issues for other residents.
- Double yellow lines were unlikely to be enforced and could lead to confrontational situations.
- The removal of parked cars off the road would increase traffic speed further.

c. WSCC Bus Stop Improvement Programme:

Members reviewed the details and **strongly objected** to the proposed changes for the following reasons:

- The village lacked a regular bus service that would use these stops. There was one bus to and from Wisborough Green on a Monday, Tuesday, Thursday and Friday, and these stops were not included on the timetable.
- The village centre had bus stops (Three Crowns/Village Green) which were used.
- These stops were remote from the village and not used – had WSCC undertaken any survey to identify use?
- The Book a Bus service now served the village which would pick up from homes or locations more convenient for the passenger.
- Change of character of a rural village.
- Waste of public funds
- Funds could be used to facilitate other needed projects.
- The Parish Council requested evidence to justify this change.

d. Newpound Lane/B2133 Junction:

Concern had been raised at restricted visibility due to the car wash sign/flag and the Bat and Ball sign. The Clerk had already visited both establishments but her request to relocate had been ignored despite her highlighting that they could be found liable if an accident occurred. **FV agreed to speak further with the Bat and Ball, and the Clerk to seek further advice from WSCC Highways.**

e. Horticultural Society Plant Sale:

The Horticultural Society had requested use of the Little Green outside the cottage, Upfield's Stores, for a plant sale on Saturday 16th May, from 11.30 am until 1 pm.

Members were pleased to support the event. Clerk to issue Agreement form.

8. Correspondence:

A list detailing the correspondence and updates received since the last meeting was circulated and displayed. Members were reminded to request any information of interest if it had not been circulated.

Correspondence – Details of emails and letters received.
CDC – Invitation for the Chair to attend the CDC's Chair's reception on 14 th May – SW unable to attend.
SDNP – Notification of the creation of Severn Sisters National Nature Reserve spanning a vast area of East Sussex to help protect vital water resources in the unique chalk landscape.
CDC- Notification of Call for Sites to update the HELAA which will become known as the Land Availability Assessment – submissions by Friday 15 th May 2026.
Tyler's Trust – Donation thank you. Much appreciated.
West Sussex Fire & Rescue Service – launched a new Community Risk Management Plan - sets out the direction of the fire service for the next four years and aims to respond to the risks identified in the county, including accidental dwelling fires, road traffic collisions, wildfires, and flooding, as well as emerging risks the service could face in the future.
The Sussex Heart Charity - Donation thank you. Much appreciated.
CDC – Local Government Reorganisation update – circulated. The government will be consulting on variations on the proposals already submitted by local authorities in Sussex, after the forthcoming elections.
Open Spaces Society – March newsletter.
WG Resident – following last newsletter, thanking the PC for its work and the update. Wondered if faster internet for the village could be a CIL project. Also offered opinion on playground surfacing.
Mickleton Against Inappropriate Development – Set up a petition asking for a debate in the Commons about the Housing Situation in this country.
WG Minibus Association - Donation thank you. Much appreciated.
CDC – Possibility of further Standards and Code of Conduct training on 20 th April – details circulated.
St Peter's PCC - Donation thank you. Much appreciated. Now having to pay VAT for new grass cutting contractor.
CAGNE April Bulletin – circulated
CDC Parking Services – will try to attend on some Friday evenings to issue penalty charge notices.
GACC April Newsletter – circulated.
Kirdford Road resident – raising concerns about gates and signs installed for the permissive path to Stable Field.
4Sight - Donation thank you. Much appreciated.
Enquiry regarding house purchase, Neighbourhood Plan and other information – the Clerk provided NP links on the website and details on the telephone.
Newpound Lane resident – concerned about bonfire smoke – provided link to CDC Environmental Health Dept.
Barnfield Shaw resident – enquiring into the provision of the pavement on the Village Green and speed limit reduction – Clerk provided update.
Café Owner – concerned about works and site storage in Durbans Road affecting her business. Clerk provided an update and contacted WSCC regarding the storage. The Clerk confirmed that WSCC had been informed.
CDC – 2026/2031 Infrastructure Business Plan (including CIL spending) has been approved and published. Work will now start on the plan 2027/2032. To be considered at a future meeting.

SDNP – April newsletter -
<ul style="list-style-type: none"> • Royal seal of approval This month find out about The King’s visit to the National Park and the unveiling of a new nature haven and coastal path. • Hope and joy Learn about how nature has bounced back after a national tragedy. • Secret of the sword Find out about an incredible Anglo-Saxon artefact that’s gone on display.
CDALC - CDALC AGM, taking place in person on Tuesday 19th May at Boxgrove Village Hall. Councillors and clerks are invited to join the meeting which will begin at 7pm. Apologies sent.
SDNPA - collected income from new development within Wisborough Green Parish Council via CIL - shortly be receiving a payment of £5,732.26 from the SDNPA’s CIL fund. Noted.
Letter - Air Ambulance Charity – Donation thank you. Much appreciated.

9. Finance:

a. Bank Reconciliation:

MW had checked and agreed the bank reconciliations for all accounts; the year-end statement had been circulated and was displayed.

b. Accounts for Payment:

The Clerk displayed the Payment List for March and April 2026 that was approved. To be paid on 21st April 2026 unless stated otherwise.

Online payments for the Barclays Community Account

Payee	Amount	Description
Paid 30th & 31st March 2026	£	
Arun & Chichester Citizens Advice	100.00	S137 - Donation agreed 17.03.26
Kent Surrey Sussex Air Ambulance	275.00	S137 - Donation agreed 17.03.26
4Sight Vision Support	80.00	S137 - Donation agreed 17.03.26
St Catherine’s Hospice	80.00	S137 - Donation agreed 17.03.26
Billingshurst Emergency Assistance Team	100.00	S137 - Donation agreed 17.03.26
Tyler’s Trust	200.00	S137 - Donation agreed 17.03.26
The Sussex Heart Charity	140.00	S137 - Donation agreed 17.03.26
St Peter Ad Vincula WG	1,500.00	S137 - Donation agreed 17.03.26 towards grass maintenance and clock
Community Minibus Association West Sussex	350.00	Donation agreed 17.03.26
Chichester District Council	2,223.90	Annual litter bin emptying – 16 x Green, 2 x Songhurst Meadow
Sussex Land Services	402.00	Allotment site hedge cutting
West Sussex County Council	2,368.84	Clerk’s salary and oncosts for March
Wetton Cleaning Services Ltd	943.46	Public toilet cleaning contract for March
IFC Davies	637.20	Village maintenance items final in March
Arun District Council	160.00	April newsletter printing
Mrs L Davies	17.10	Mileage to Littlehampton
	£9,577.50	
Paid 21st April 2026		
April Skies Accounting	221.60	Internal audit – final audit for year end 2026
Wellers	600.00	Legal advice for proposed sports pavilion
West Sussex ALC Ltd	578.61	NALC and WSALC subscriptions for 2026/2027
	£1,400.21	

Payments from the Barclays Community Account

Date	Amount £	Payee	Description
23.03.26	20.17	IONOS	Auto Debit Card – Monthly website hosting fee & PHP extended support
24.03.26	13.49	HP Instant Ink	Auto Debit Card – Monthly ink replacement service
25.03.26	103.85	Business Stream	Direct Debit – public toilets water & drainage
26.03.26	196.13	Barricade Ltd	Debit Card – Lockable gatepost socket
26.03.26	138.28	McVeigh Parker	Debit Card – Gate and gatepost for Stable Field
27.03.26	22.01	Toolstation	Debit Card – padlock for ground socket
30.03.26	71.46	Toolstation	Debit Card – shelving for committee room cupboard
01.04.26	32.44	Vodafone	Direct Debit – Village Hall Broadband
02.04.26	301.04	NEST	Direct Debit – Clerk’s pension for March
07.04.26	12.60	IONOS Cloud Ltd	Auto Debit Card – monthly email fee
14.04.26	22.09	Toolstation	Debit Card - Padlock for Parish Council allotment shed
	£911.47		

Bank Transfers

Date	Amount £	From	To
26.03.26	5,000.00	Barclays Business Reserve Account	Barclays Community Account
30.03.26	3,000.00	Barclays Business Reserve Account	Barclays Community Account
21.04.26	40,000.00	Barclays Community Account	Barclays Business Reserve Account
	48,000.00		

Payments to Barclays Community Account

Date	Amount £	Payee	Description
24.03.26	13.60	Allotment tenant	Allotment rent for 2026/2027
01.04.26	41.20	Allotment tenant x 2	Allotment rent
02.04.26	65.60	Allotment tenant x 2	Allotment rent
07.04.26	176.00	Allotment tenant x 4	Allotment rent
09.04.26	321.00	Allotment tenant x 3	Allotment rent
10.04.26	3,389.64	HMRC	VAT reclaim for period 01.10.25 to 31.03.26
10.04.26	44,500.00	Chichester District Council	Precept – first instalment
10.04.26	74.00	Allotment tenant x 2	Allotment rent
13.04.26	9.00	School Road resident	Payment for replacement no waiting cone
16.04.26	98.40	Allotment tenant	Allotment rent
	£48,688.44		

c. Society of Local Council Clerks:

Members approved membership for the Clerk and authorised expenditure of £253 for the annual subscription.

d. Year-End Position:

A report for the year-end 31st March 2026 was circulated in advance of the meeting and displayed. There were no further questions. It was highlighted that although funds were allocated to reserves, apart from Community Infrastructure, Allotment Deposits, Youth Club and Watershed, the Parish Council could agree to vire from these reserves for future expenditure.

To balance and zero the budget, the transfers to reserves totalling £105,629.75 were agreed:

- General - £7,148.98
- Community Infrastructure Levy - £79,430.77
- Maintenance - £17,000 (Provision for outstanding work from 2025/26 and Harsfold Lane resurfacing)
- Neighbourhood Plan - £1,950
- Allotment Deposits - £100

e. Fixed Asset Register:

The Register for year-end 31st March 2026 was circulated in advance of the meeting and displayed. Explanation was given to the original valuations and that depreciation was not undertaken. **Members approved the Register.**

f. Internal Auditor's Year-end Report:

The Clerk confirmed that Mr Platten of April Skies Consulting had undertaken the annual internal audit. His full report had been circulated in advance of the meeting, along with the AGAR for 2025/2026. **Members noted both reports and Assertion 10 comments.**

g. Data Audit:

Members noted and approved the annual audit undertaken by the Clerk in July.

h. Annual Governance Statement for 2025/2026: The statement had been circulated to all in advance of the meeting and displayed. **Members reviewed the wording of all assertions and resolved that a 'Yes' response should be given to all statements apart from Assertion 10 relating to effective IT and data management which was 'No'. It was noted that all requirements had been met apart from the new accessible website which would be published shortly. The statement to be signed by the Chair and Clerk.**

i. Accounting Statements (AGAR Page 5) for 2025/2026: The statement had been circulated to all in advance of the meeting and displayed. **The Accounting Statements and submission to the External Auditor was approved.** Clerk to send details to the External Auditor and display the statutory notice at the appropriate time.

j. Community Infrastructure Monitoring Report for year-end March 2026: The report, showing expenditure of £456.15 and the retained balance of £100,946.65, **was approved;** Clerk to submit to CDC and display on the website.

k. Cambridge & Counties: **Members agreed that the Bond maturing in May should be reinvested into a new one-year Bond, with the addition of £5,733 CIL to be received from the South Downs National Park Authority.**

10. Planning

a. New Planning Applications: The following planning applications were reviewed. Application details had been circulated in advance of the meeting and were also displayed:

Application Number & Detail

WR/26/00485/DOM

5 Council Cottages Durbans Road Wisborough Green RH14 0DH

Removal of existing conservatory. Erection of a two storey side extension, single storey rear extension, front porch, and general refurbishment works.

O.S. Grid Ref. 504974/126648

No Objection but comment regarding the egress of light and automatic dusk to dawn blinds.

SDNP/26/01048/LDP
 East Lutmans, Horsebridge Hill, Wisborough Green, RH14 0HB
 Construction of a garden room.
No Objection

b. CDC Planning Decisions: The following local authority decisions were reported:

Application Number	Application Details	CDC Decision
WR/25/02504/DOM	Far Meadow, Newpound Lane, Wisborough Green 2 storey side extension with internal alterations, conservatory to become a sun room with a new roof. O.S. Grid Ref. 505740/126726	PERMIT
WR/25/02958/FUL	Malthouse Lakes, Fittleworth Road, Wisborough Green 1 no. detached three-bedroom dwelling. O.S. Grid Ref. 503730/124207	WITHDRAWN
WR/26/00026/DOM	Simmonds Bridge Cottage, Harsfold Lane, Wisborough Green Demolition of existing conservatory replaced with two storey extension on east elevation, first floor extension to north elevation, alterations to existing garage to create habitable accommodation and first floor extension above to west elevation. External renovations to front elevation, with new front driveway layout. O.S. Grid Ref. 505197/125588	PERMIT WITH AMENDED WINDOWS AND ROOFLINE NO CONDITION FOR AUTOMATIC DUSK TO DAWN BLINDS
WR/26/00107/DOM	Upfield's Stores, School Road, Wisborough Green Single storey rear extension, associated external steps and garden wall and replacement of garage rear door with door and window set. (S73 variation of conditions 4, 5 and 7 of permission 25/01103/DOM - rewording of conditions). O.S. Grid Ref. 505041/126009	PERMIT
WR/26/00052/DOM	Fishers, Newpound Lane, Wisborough Green Erection of 1 no. garage. O.S. Grid Ref. 505929/126868	PERMIT
WR/25/02990/DOM	White House, School Road, Wisborough Green Installation of entrance gates inside the gravel drive. O.S. Grid Ref. 505065/126043	PERMIT
WR/25/02976/FUL	E P Clark And Company Limited Land To Rear Of Homelea, Billingshurst Road, Wisborough Green Retrospective (Section 73a) application for hardstanding, gates and use of land for the siting of containers for storage. O.S. Grid Ref. 505401/125726	REFUSE NO COUNTRYSIDE JUSTIFICATION UNSUSTAINABLE LOCATION IMPACT

		INSUFFICIENT HIGHWAY INFO
WR/26/00164/PA3Q	Brookbridge Farm, Durbans Road, Wisborough Green Conversion of an agricultural barn into no.2 residential dwellings. O.S. Grid Ref. 505141/126991	REFUSE DOES NOT CONSTITUTE PERMITTED DEVELOPMENT WITH EXTENSION
SDNP/26/00220/HOUS	Ingrams Farm, Fittleworth Road, Wisborough Green Installation of 2 no. air source heat pumps and repair of flat roof. O.S. Grid Ref. 503137/ 124418	APPROVED
SDNP/26/00221/LIS	Ingrams Farm, Fittleworth Road, Wisborough Green Installation of 2 no. air source heat pumps and repair of flat roof. O.S. Grid Ref. 503137/ 124418	APPROVED

c. Enforcement: There were no updates or concerns to report.

11. Other Reports:

a. Allotments:

- Tenancy Update: Most plots were being worked well and rents paid. The notice to quit for one plot had been served and the tenant had until 30th April to remove items. Unfortunately, due to ill health, and despite the help of another tenant, this plot was unlikely to be in an acceptable condition past this date. The Clerk would monitor.
- Compost Area: **Members approved the expenditure, to be under £150, to create a compost area for Parish Council use.** FV advised that he might have some suitable wire.

b. Health & Safety: There were no concerns to report.

12. Any Other Matters to Report:

- SW highlighted the resident's concern about the impact of the Cherry tree on their stone pillar in School Road. The Clerk advised that this work had been identified by the tree surgeon, but he had failed to respond to the Clerk's for information to submit for the planning approval. Clerk to pursue.
- Members agreed with the Clerk's suggestion that she remind the Cricket Club to purchase their own 'no waiting' cones and parking signs for the Friday evening cricket.
- The Clerk advised that she had received a gift of flowers from the Zoar Chapel for her help in getting WSCC to address the A272 drainage concerns.

13. Date of Next Meeting:

Annual Parish Meeting – Wednesday 29th April 2026 at 7.30 pm
 Planning Committee – Tuesday 5th May 2026 at 7.45 pm (only if required)
 Parish Council Meeting – Tuesday 19th May 2026 at 7.45 pm

There being no further business, the meeting closed at 9.51 pm.

Signed by the Chair: Dated: