



DITCHLING PARISH COUNCIL

Ditchling Village Hall 18 Lewes Road Ditchling East Sussex BN6 8TT

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18 September 2023

Dear Councillor

You are hereby summoned to the Annual Ditchling Parish Council Meeting to be held on Monday, 25 September 2023 at 7.00pm at Ditchling Village Hall, Ditchling.

Public Participation - there will be a period of 15 minutes set aside at the beginning of the meeting for the public to ask questions or make comments on items on the agenda only. Comments on items not appearing on the agenda can be made at the chairman's discretion. Once the meeting is in session there will be no further public participation.

S Mamoany

**S Mamoany
Clerk to the Council**

1.	Apologies for absence
2.	Declarations of interest
3.	To approve the minutes of the meeting held on the 31 July 2023 and 29 August 2023
4.	Actions from previous minutes
5.	Clerks Report https://www.dropbox.com/scl/fi/gcty3dwek6pcew87t8gxs/Item-5-Clerks-Report-25.09.2023.pdf?rlkey=hn54zciyun2zpkc36oa3u14qm&dl=0
6.	Planning - for full details of planning applications listed below please go to https://www.southdowns.gov.uk/planning-applications/ or https://www.lewes-eastbourne.gov.uk/planning-and-building-control 6.1 SDNP/23/02746/HOUS - 2 Barnfield Gardens Ditchling BN6 8UE - Single-storey side/rear extension, single-storey side/front extension, removal of faux pitched roof to garage, alterations to fenestration throughout, and alterations to cladding throughout 6.2 SDNP/23/01132/HOUS - Old Barn Homestead Underhill Lane Westmeston BN6 8XE - S73A retrospective application for replacement of windows with door and window and replacement cladding 6.3 SDNP/23/03689/TCA - 30 Lewes Road Ditchling BN6 8TU - T1 - Ash – Remove 6.4 SDNP/23/03794/HOUS & SDNP/23/03795/LIS - 8 High Street Ditchling BN6 8TA - Infill of porch, vertical sliding sash window and oak front door. Replacement of crittal window to vertical sliding sash window. Retrospective permission for rear garden fence 6.5 Any other applications received since publication of the agenda 6.6 To consider draft energy check list for planning application consultations
7.	Car Park Project 7.1 Update on Car Park and associated costs 7.2 To consider the quotation for external directional signage to the new car park
8.	Recreation Ground & Burial Ground 8.1 To discuss work and associated costs in respect of tree reports received 8.2 Approval of Deed of Grant applications

9.	<p>Finance</p> <p>9.1 To approve schedule of payments for September 2023</p> <p>9.2 To approve bank reconciliations</p> <p>9.3 To consider outsourcing staff payroll and associated costs</p> <p>9.4 To note receipts and payments report QE 30.09.2023</p>
10.	<p>Ditchling Gardens/Scout Hut</p> <p>10.1 To consider request from Scouts in respect of storage options following vacation of the building</p> <p>10.2 To consider insurance quotes and any potential additional measures in respect of the building being vacant and associated costs</p>
11.	<p>Parish Priority Statement</p> <p>11.1 To review final draft Ditchling Parish Council Parish Priority Statement and confirmation of consultation survey</p>
12.	<p>Parish Office</p> <p>12.1 To consider request from Village Hall Committee in respect of costs associated with electrical upgrade works and utility supplies to the parish office</p> <p>12.2 To acknowledge notice from Village Hall Committee in respect of a rent review for the parish office.</p>
13.	<p>Correspondence and consultations</p> <p>13.1 Report from MP</p> <p>13.2 Levelling-up and Regeneration Bill: consultation on implementation of plan-making reforms – 18 October 2023</p> <p>13.3 Lewes District Council Local Plan Local Development Scheme adoption</p> <p>13.4 Invitation from Mac's Farm – 3 October 2023</p>
14.	Reports from representatives on outside bodies, events and training
15.	<p>Staffing Committee</p> <p>Please note item 15.1 & 15.2 will be held under the 'Public Bodies (Admission to meetings) Act 1960 S.1(2). which will exclude members of the public due to the confidential nature of the business to be discussed</p> <p>15.1 To review project work in view of staff resources available to the Council</p> <p>15.2 To discuss arrangements for recruitment of Clerk/RFO and Administrative Officer</p>
16.	<p>Future meeting dates:</p> <p>Parish Council Meeting – 23 October 2023 at 7pm</p>

Please note: additional papers for the meeting are available to view by following the link below:

<https://www.dropbox.com/scl/fo/yir5en4yps9a423w61eft/h?rlkey=7b5b1us9yowzetrxywsxj9cls&dl=0>