



DITCHLING PARISH COUNCIL

Ditchling Village Hall 18 Lewes Road Ditchling East Sussex BN6 8TT
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22nd May 2024

Dear Councillor

You are hereby summoned to the Annual Ditchling Parish Council Meeting to be held on Tuesday, 28th May 2024 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.

T J Euesden
Tracey Euesden
Clerk to the Council

Agenda Update items – time allowed 10 minutes

1.	Election of Chairman and signing of Declaration of Office
2.	Election of Vice Chairman and signing of Declaration of Office
3.	Co-option – To receive written applications for the office of Parish Councillor and to Co-opt candidates to fill the existing vacancies.
4.	Apologies for absence
5.	To approve the minutes of the meeting held on the 23 rd April 2024
6.	Actions from previous minutes
7.	Clerk's Report
8.	Election of Committee and Working Party Membership, to include Chairman and Vice Chairman and Representatives on Outside Bodies 8.1 Recreation Ground and Burial Ground Committee 8.2 Finance Committee 8.3 Traffic Committee 8.4 Car Park Working Party 8.5 Planning Working Party 8.6 Playground Working Party 8.7 Ditchling Gardens Working Party 8.8 Ditchling Village Hall Management Committee Representative 8.9 Ditchling Village Association Representative 8.10 Ditchling Pavilion Club Representative 8.11 Lewes District Association of Local Councils Representative 8.12 East Sussex Local Council Association (ESALC) Representatives 8.13 South Downs National Park Authority Representative 8.14 South Downs National Park Authority Board Representative – East Sussex 8.15 Oldland Windmill Trust Trustee
9.	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

	<p>9.1 LW/24/0296 – Little Crank, Common Lane. Retention of replacement rear window; and application for replacement of existing front fenestration, repointing works to the existing chimneys, replacement of existing pitched and flat roof coverings, and replacement of tile hanging and timber cladding to the existing dormer cheek walls.</p> <p>9.2 SDNP/24/01957/FUL – 16 South Street. Construction of a car port over existing car parking spaces.</p> <p>9.3 LW/24/0354 – Mid Sussex Golf Club. Provision of 4no. Padel courts (Class F2) with ancillary office unit, casual seating area, provision of vehicle parking area, bicycle storage and soft landscaping.</p> <p>9.4 SDNP/24/01794/HOUS – Long Barn, Common Lane. Single storey side extension and replacement fenestration at all elevations.</p> <p>9.5 LW/22/0517 – Hurst Farm, Hurstwood Lane, Haywards Heath. Outline planning application with all matters reserved except for access for the erection of up-to 375 new homes, a two-form entry primary school, burial ground, allotments, open space with associated infrastructure, landscaping, and parking areas</p>
10.	<p>Recreation Ground & Burial Ground</p> <p>10.1 Update on Sinkhole at Recreation Ground.</p> <p>10.2 Playground Project Update.</p>
11.	<p>Documents for Annual Review.</p> <p>11.1 Financial Regulations –To Consider requirement for dual control online banking.</p> <p>11.2 To consider instructing the Clerk to draft the following policies for review and adoption at a future meeting:</p> <ul style="list-style-type: none"> • Policy for dealing with the press and media • Employment Policies to include discipline & grievance
12.	<p>Finance</p> <p>12.1 To approve schedule of payments for May 2024</p> <p>12.2 To receive Bank Reconciliations for April 2024</p> <p>12.3 Budget – to receive final position (2023 2024) and update (2024 2025)</p> <p>12.4 To receive internal auditor’s year-end report 2023 2024</p> <p>12.5 To consider and approve the Annual Governance Statement for the financial year ending 31.03.2024</p> <p>12.6 To approve the Accounting Statements for the financial year ending 31.03.2024</p> <p>12.7 To confirm the dates of the period for the exercise of public rights –03.06.2024 to 12.07.2024</p> <p>12.8 To consider applying for a bank account with an alternative bank to maximise protection under the Financial Services Compensation Scheme.</p> <p>12.9 To consider insurance quotations received.</p>
13.	<p>General Power of Competence</p> <p>13.1 To consider the adoption of the General Power of Competence</p>
14.	<p>Ditchling Gardens/Scout Hut</p> <p>14.1 – Update</p>
15.	<p>Streetlights</p> <p>15.1 To consider proposals regarding repairs and replacement lanterns (proposals attached).</p>
16.	<p>Parish Office.</p> <p>16.1 To consider appointment of locum to cover Clerk’s annual leave.</p>
17.	<p>Events</p> <p>80th Anniversary D Day – June 6th 2024</p>
18.	<p>Future meeting dates:</p> <p>Parish Council Meeting – 25th June 2024 at 7pm</p>

Supporting documents can be viewed here:

<https://www.dropbox.com/scl/fo/jtblkvctelsfygfc5rwar/ACpo3alnZxn8okHLTyBqti0?rlkey=vh6rhwgzaseatkzngpg77lktr&st=u4bzxruui&dl=0>

