



Westmeston Parish Council

**COUNCILLORS ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF COUNCIL
TO BE HELD ON TUESDAY 10TH MAY 2022 AT 7.30PM AT WESTMESTON PARISH HALL**

P. Vidler

Paul Vidler
Clerk to the Council

4th May 2022

Members of the public have a right and are welcome to attend.

Please do not attend the meeting if you are experiencing a high temperature, continuous cough, loss or change of smell or taste, headache, sore throat or runny nose. If you require paper copies of the meeting documents, please print them off and bring them to the meeting, as we are unable to provide these.

AGENDA

1. **Election of Chairman:** Chairman to sign Declaration of Acceptance of Office.
2. **Election of Vice Chairman.**
3. **Apologies for absence:** To receive and accept any apologies for absence.
4. **Declarations of interest:** To note any declarations of interest.
5. **Public questions:** To receive questions from members of the public.
6. **Minutes of the previous meetings held on 8th March 2022, 30th March 2022 and 25th April 2022:** To approve the minutes to be signed by the Chairman.
7. **Appointment of lead members:** To agree appointments to the following:
 - (a) Planning
 - (b) Highways and Road Safety
 - (c) Rights of Way
 - (d) Westmeston Common Land, Environment and Tree Warden
 - (e) Church Corner Maintenance
 - (f) Website
 - (g) Internal Auditors
 - (h) East Sussex ALC
 - (i) Lewes District ALC
 - (j) Beacon Traffic Group
 - (k) Inter Council Housing Steering Group
8. **Standing Orders, Financial Regulations and Members' Code of Conduct:** To agree the re-adoption of these documents.

9. **2022/23 Council meetings:** To agree dates for Council meetings in 2022/23 - 12th July 2022, 13th September 2022, 8th November 2022, 10th January 2023 and 14th March 2023.
10. **To agree the 2021/22 financial statement including the schedule of payments, receipts, bank reconciliation and variances – copy attached.**
11. **To agree exemption from a limited assurance review by the external auditor for the financial year 2021/22.**
12. **Annual Governance and Accountability Review 2021/22:**
- (a) **To receive and note report from internal auditor – copy attached.**
- (b) **To approve and sign AGAR section 1 Annual Governance Statement – copy attached.**
- (c) **To approve and sign AGAR section 2 Accounting Statements – copy attached.**
13. **Financial matters:** To approve payment of invoices.

Payee	Reason	Amount
Cathy Mills	Reimbursement for website hosting	£78.00
Cathy Mills	McAfee subscription	£135.99
Cathy Mills	Additional email storage	£24.00
Cathy Mills	Church Corner maintenance March and April 2022	£70.00
Cathy Mills	Replacement notice board	£438.10
Colin Hall	Noticeboard expenses – cement and key chain	£19.26
Westmeston Parish Hall Trust	Hire of hall	£10.00
Paul Vidler	Clerk's expenses January to March 2022	£32.85
Business Services at CAS Ltd	Insurance	£198.96
Mulberry & Co	Internal Audit	£144.00
East Sussex ALC Limited	ESALC and NALC subscription	£84.08

14. Planning:

- (a) **Development opposite Westmeston Place, east of Lewes Road and Blackdog Farm east of Lewes Road:** To receive updates from Lewes District Council.
- (b) **To agree a response to the following applications for planning permission:**

SDNP/22/01603/HOUS Barncroft, Lewes Road

Hip to gable end roof extension to both sides, installation of dormer to east elevation, alterations to fenestration on south and west elevations, addition of plain clay tile hanging to east and west elevations and timber vertical cladding to north and south elevations.

LW/22/0240 Little Dobells, Dobells Farm Lane, Ditchling Common

Replacement two storey front extension over existing single storey garage with pitched roof and 2no. side facing windows, 4no. rooflights, and removal of existing front porch and door with replacement front porch and door.

LW/22/0250 Gallops Farm, Streat Lane

Conversion of barn to dwellinghouse, demolition of modern barns and replacement with extensions including basement (following approval of LW/21/0812).

LW/22/0252 Gallops Farm, Streat Lane

Variation or removal of conditions 1, 2, 3, 4 & 5 relating to approval LW/21/0811 - Change to the current design, to include a basement below the approved extension, supporting documents to discharge conditions from previous approval (LW/21/0811) allowing them to be removed from future decision.

SDNP/22/01115/HOUS Westmeston Farm, The Street

Extend existing garage to create secure machinery store, convert existing roof void to create dressing room and ensuite bathroom and erection of ground floor extension with accommodation in roof void.

(c) Inter Parish Working Group on Housing/Eton College Site/Lewes District Council Local Plan: To receive updates, including correspondence from Plumpton Parish Council.

15. Planning: To agree future consideration of planning applications by the Parish Council.

16. Wapple Way: To receive updates on fly tipping.

17. South Downs National Park sign, Spatham Lane: To receive updates on damage.

18. Any other information for noting: None.

19. Date of next meeting: 12th July 2022 at 6.30pm.