



Fittleworth Parish Council

Members of the Parish Council

All members of the Council are summoned to a meeting of **Fittleworth Parish Council** to be held on **Monday 19th February 2018 at 7.00pm** in the Pavilion Building.

Members of the Public

Members of the public are very welcome to attend and will be given the opportunity to speak at item 4 on the agenda. There will also be reports from District and County Councillors, and the Police, as available.

Louise Collis, Clerk to the Parish Council
14th February 2018

AGENDA

Agenda item		Allocated time
1.	Apologies for absence	
2.	Minutes of the last meeting – approval of the minutes of the meeting held on 15 th January 2018 and any matters arising.	5 Mins
3.	District/County Councillor reports – update on District/County matters (if available).	2mins
4.	Public questions.	10 mins
5.	Declaration by Council Members of personal or prejudicial interest in any of the agenda items listed below.	5 mins
6.	Update on on-going matters not covered elsewhere a) Meetings attended b) Standing Order Review c) General Data Protection Regulations	10 mins
7.	Items for discussion a) Consultations b) Village Shop lease - Proposed resolution <i>That, subject to any requirements to advertise the following disposal of land by a lease and to receipt of any confirmatory qualified surveyors report, the Parish Council acting as the Recreation Ground Trustees enters into a heads of terms for an agreement for lease with Fittleworth Community Shop Ltd for the grant of a lease of land for a term of not less than 21 years at an initial annual rent of £1950 for the first five years, reduced by 50% for the first 2 years, with five yearly rent reviews, and the other terms being substantially in accordance with Fludes Letter of Advice dated 16th November 2017, as settled in detail on the Council's behalf by the Chairman, Chris Welfare, Councillor David Brittain and any other Councillors as may be convened from time to time</i> c) Village Shop & Children's Playground update	10 mins 5 mins 10 mins

	d) Neighbourhood Plan update e) Review Parish Councillors Responsibilities	5mins 5mins																																																
8.	<p>Planning</p> <p>a) New Planning applications to discuss:</p> <table border="1"> <thead> <tr> <th>REFERENCE</th> <th>DETAILS</th> <th>RECV'D</th> <th>REPLY BY</th> </tr> </thead> <tbody> <tr> <td>SDNP/17/06356/CND</td> <td>6 Coates Castle Coates Lane Internal alterations to kitchen, bedroom 6 and master dressing room. Removal of condition 5 from planning permission SDNP/17/02593/LIS; roof lights to remain unblocked</td> <td>09/1/18</td> <td>6/2/18</td> </tr> <tr> <td>SDNP/17/06525/FUL</td> <td>Fittleworth House Bedham Lane Installation of freestanding solar array.</td> <td>12/2/18</td> <td>7/3/18</td> </tr> <tr> <td>SDNP/18/00005/HOUS</td> <td>Badgers Drift Tripp Hill Fittleworth Single storey rear extension, removal of existing attached shed, improvement to existing porch & provision of outdoor pool</td> <td>09/1/18</td> <td>6/2/18</td> </tr> <tr> <td>SDNP/18/00106/LIS</td> <td>Three Chimneys School Lane Fittleworth RH20 1JB Proposal: In-ground swimming pool.</td> <td>12/2/18</td> <td>7/3/18</td> </tr> <tr> <td>SDNP/18/00114/HOUS</td> <td>Three Chimneys School Lane In-ground swimming pool.</td> <td>12/2/18</td> <td>7/3/18</td> </tr> <tr> <td>SDNP/18/00149/FUL</td> <td>Fitzleroi Farm Fitzleroi Lane Proposed new grain and secure fertilizer storage building</td> <td>2/3/18</td> <td>2/3/18</td> </tr> <tr> <td>SDNP/18/00175/TCA</td> <td>3 Norwood Cottages Lower Street Notification of intention to reduce lowest limb on east side of tree by 60% on 1 no. Maple tree (T1). Fell 2 no. (weakest) Holly trees from group of Holly trees (retaining Holly tree nearest the house) (T2). Coppice group of Hazel and Beech (T3).</td> <td>5/2/18</td> <td>5/3/18</td> </tr> <tr> <td>SDNP/18/00254/LIS</td> <td>Hill Croft Wakestone Lane Bedham Internal alterations to remove modern internal stud wall in downstairs shower /utility room and the construction of new internal stud walling to create revised shower/utility room layout and replacement external door.</td> <td>8/2/18</td> <td>7/3/18</td> </tr> <tr> <td>SDNP/18/00265/HOUS</td> <td>Hill Croft Wakestone Lane Bedham The erection of a replacement garden room building following demolition of the existing.</td> <td>6/2/18</td> <td>6/3/18</td> </tr> <tr> <td>SDNP/18/00427/TPO</td> <td>4 Stonebridge House The Old School School Lane Fittleworth RH20 1JZ Proposal: Crown reduce by 25% on 1 no. Copper Beech tree subject to 91/00506/TPO.</td> <td>13/2/18</td> <td>13/3/18</td> </tr> <tr> <td>SDNP/18/00638/TCA</td> <td>Brookside Lower Street Notification of intention to crown reduce by 2-3m 1 no. Copper Beech tree (T1).</td> <td>6/2/18</td> <td>3/3/18</td> </tr> </tbody> </table>	REFERENCE	DETAILS	RECV'D	REPLY BY	SDNP/17/06356/CND	6 Coates Castle Coates Lane Internal alterations to kitchen, bedroom 6 and master dressing room. Removal of condition 5 from planning permission SDNP/17/02593/LIS; roof lights to remain unblocked	09/1/18	6/2/18	SDNP/17/06525/FUL	Fittleworth House Bedham Lane Installation of freestanding solar array.	12/2/18	7/3/18	SDNP/18/00005/HOUS	Badgers Drift Tripp Hill Fittleworth Single storey rear extension, removal of existing attached shed, improvement to existing porch & provision of outdoor pool	09/1/18	6/2/18	SDNP/18/00106/LIS	Three Chimneys School Lane Fittleworth RH20 1JB Proposal: In-ground swimming pool.	12/2/18	7/3/18	SDNP/18/00114/HOUS	Three Chimneys School Lane In-ground swimming pool.	12/2/18	7/3/18	SDNP/18/00149/FUL	Fitzleroi Farm Fitzleroi Lane Proposed new grain and secure fertilizer storage building	2/3/18	2/3/18	SDNP/18/00175/TCA	3 Norwood Cottages Lower Street Notification of intention to reduce lowest limb on east side of tree by 60% on 1 no. Maple tree (T1). Fell 2 no. (weakest) Holly trees from group of Holly trees (retaining Holly tree nearest the house) (T2). Coppice group of Hazel and Beech (T3).	5/2/18	5/3/18	SDNP/18/00254/LIS	Hill Croft Wakestone Lane Bedham Internal alterations to remove modern internal stud wall in downstairs shower /utility room and the construction of new internal stud walling to create revised shower/utility room layout and replacement external door.	8/2/18	7/3/18	SDNP/18/00265/HOUS	Hill Croft Wakestone Lane Bedham The erection of a replacement garden room building following demolition of the existing.	6/2/18	6/3/18	SDNP/18/00427/TPO	4 Stonebridge House The Old School School Lane Fittleworth RH20 1JZ Proposal: Crown reduce by 25% on 1 no. Copper Beech tree subject to 91/00506/TPO.	13/2/18	13/3/18	SDNP/18/00638/TCA	Brookside Lower Street Notification of intention to crown reduce by 2-3m 1 no. Copper Beech tree (T1).	6/2/18	3/3/18	30 mins
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	<ul style="list-style-type: none"> b) Other planning matters <ul style="list-style-type: none"> i) Parish Online ii) Bignor Quarry update iii) Alley Dick West Footpath fencing iv) Other Planning issues 	15 mins																				
9.	Correspondence – to read, comment and where necessary take action on letters, emails and reports written or received by the Parish Council since the last meeting.	5 mins																				
10.	Finance <ul style="list-style-type: none"> a) Payment of invoices – to receive details and agree payment b) Update by the Clerk on current income and expenditure c) Review Financial regulations to incorporate Online banking d) Appointment of Independent Examiner e) S.137 Payments f) Any other financial issues 	15 mins																				
11.	Health & Safety – an update on outstanding items and action to be taken. Receive the following reports in accordance with the reporting cycle <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Location</th> <th style="width: 25%;">Next Report date</th> <th style="width: 25%;">Location</th> <th style="width: 25%;">Next Report date</th> </tr> </thead> <tbody> <tr> <td>Centenary Garden & Arch</td> <td>ASAP</td> <td>Recreation Ground & Bus Shelter</td> <td>ASAP</td> </tr> <tr> <td>Hesworth Common / Birchwalks Woods</td> <td>February Meeting</td> <td>The Triangle</td> <td>ASAP</td> </tr> <tr> <td>Pavilion</td> <td>February Meeting</td> <td>Village tree inspection</td> <td>February Meeting if required</td> </tr> <tr> <td>Playground & Gym Equip.</td> <td>ASAP</td> <td></td> <td></td> </tr> </tbody> </table>	Location	Next Report date	Location	Next Report date	Centenary Garden & Arch	ASAP	Recreation Ground & Bus Shelter	ASAP	Hesworth Common / Birchwalks Woods	February Meeting	The Triangle	ASAP	Pavilion	February Meeting	Village tree inspection	February Meeting if required	Playground & Gym Equip.	ASAP			10 mins
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12.	Working Group Reports <ul style="list-style-type: none"> a) Communications / Community / Youth b) Crime Prevention c) Hesworth Common / Birchwalks Wood d) Maintenance e) Highways & Footpaths <ul style="list-style-type: none"> i) Propose Parking Greatpin Croft ii) Sandy Lane Parking iii) Update on Flooding issue Greatpin Croft iv) Operation Watershed update v) Riverhill Lane – Fallen Tree update vi) Other Highways & Footpaths issues f) Village Hall & Outside Bodies 	15 mins																				
13.	Items for inclusion on the February Agenda. (No decisions can be made on matters raised under this item – for notification only.)																					
14.	Set a Date for the Annual Parish Meeting																					
15.	Date of next meeting: Monday 19th March 2018 at 7.00pm in the Pavilion Building.																					