



WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

Document Reference A2213

To all members of **West Hoathly Parish Council**

You are summoned to attend the Annual meeting of the **Parish Council** to be held on **Monday 23rd May 2022 at 7:30pm in the Village Hall, West Hoathly**

L Andrews

Clerk to West Hoathly Parish Council

The public and press have a right and are welcome to attend this meeting

Agenda

Questions from members of the public.

- 1) To elect the Chairman for the coming year and for the Chairman to sign the Declaration of Acceptance of Office**
- 2) To elect the Vice Chairman for the coming year**
- 3) To receive apologies for absence.**
- 4) To receive declarations of interest from Parish Councillors in respect of any matter on the agenda.**
- 5) To approve minutes of the Meeting of West Hoathly Parish Council held on 25th April 2022 (Document Reference 2212)**
- 6) To approve the minutes of the Meeting of West Hoathly Parish Council Planning Committee held on 25th April 2022 (Document Reference 2211)**
- 7) To receive the clerk's report**
- 8) To receive Councillor reports**
 - a) West Sussex County Councillor Report
 - b) Mid Sussex District Councillor Report
- 9) To appoint members for the following committees and working groups:**
 - a) Asset and Highways Management Committee
 - b) Finance Committee
 - c) Community Pavilion Working Group
 - d) Bluebell Woods Working Group
- 10) To appoint members to the following external bodies**
 - a) Philpots Quarry Liaison Group
 - b) Local Parish Cluster Group

- c) West Sussex Association of Local Councils AGM representatives
- d) Mid Sussex District Association of Local Councils
- e) Parish Liaison Panel of the Board of Conservators of Ashdown Forest
- f) MSDC Communications Group
- g) Communities Against Gatwick Noise and Emissions (CAGNE) Parish Forum

11) To review and approve the following documents through which the Council carries out its business

- a) Standing Orders
- b) Financial Regulations
- c) Councillor Code of Conduct
- d) Scheme of Delegation

12) Planning applications

a) To note decisions from the Local Authority

The following applications have been granted permission

DM/22/0869- Feldwicke
DM/22/0665- Hazelmere
DM/21/3977/3800- Grovelands Farm
DM/22/0925- 1 Highcroft Cottages

b) To consider planning applications received from the Local Authority

DM/22/1223- The Cat Inn, North Lane, West Hoathly

Replace existing timber window and repairs as required to the canopy tiled roof above, complete with cornice moulding details

DM/22/1263- 2 Yew Tree Cottages, Ardingly Road, West Hoathly

Proposed rear ground floor extension, with additional first floor rear dormers

DM/22/1349- 22 Highcroft Road, Sharpthorne

Loft conversion with hip to gable and rear cat slide roof over 1st floor rear extension

DM/22/0536- Moatlands, Vowels Lane, West Hoathly

Conversion to existing garages and studio into a dwellinghouse, together with the conversion of the garages into living accommodation associated with the dwelling. (Amended plans and description 05.05.2022)

DM/22/1384- Land Adj. To Cookhams, Top Road, Sharpthorne

Erection of 13 dwellings and associated new access and other works

DM/22/1400- The Lake House, Stonelands, Selsfield Road, West Hoathly

Demolition of existing shed with proposed outbuildings and amendments to the existing decking in the rear garden of dwelling.

DM/22/1092- Hams Rough, Hammingden Lane

Part retrospective full planning application (revision of planning permission DM/21/1145) to show side addition and photovoltaic panels to machinery store.

DM/22/0704- Piplye Barn, Chilling Street, Sharpthorne

(Additional Plans 16.05.2022) Roof finish changes to existing main house and to the existing garage block to match plain clay tiles on recent extension

DM/22/1489- The Conservatory, Duckyls, Selsfield Road, West Hoathly

Variation of Condition 2 in relation to DM/20/1833

DM/22/1088- 49 Marlpit Road, Sharpthorne,

Retrospective application for the boundary fence to be replaced by a 2.5m boundary fence.

Please note: Any planning applications received in the interim period will also be considered at this meeting

13)To consider any comments on the MSDC Local Validation List Review Consultation

14)To receive the Internal Auditor's report for the year ending 31st March 2022

15)To approve the Annual Governance Statement for the financial year ending 31st March 2022

16)To approve the Statement of Accounts for the financial year ending 31st March 2022 and note Principal Variances

17)To review the Financial Statements to 30th April 2022

- a) Parish Council Bank Reconciliation
- b) Parish Council Summary Receipts and Payments

- c) Trustees of West Hoathly Village Hall Bank Reconciliation
- d) Trustees of West Hoathly Village Hall Summary Receipts and Payments

18)To ratify and approve the payments for May 2022

- a) Parish Council Payments
- b) Trustees of West Hoathly Village Hall Payments

19)To receive Committee Reports

- a) To note Minutes of Meetings taken place
 - i) Planning Committee 25th April 2022 (document reference 2011)

20) To receive correspondence

21)To receive reports from external meetings attended by councillors

- a) Jubilee Planning Committee 28^h April 2022 (Clerk, Douglas Denham St Pinnock)
- b) Parish Cluster meeting 28th April 2022 (Clerk, Douglas Denham St Pinnock, Paul Brown)

22)To note items of interest or items for inclusion at next meeting of the Parish Council

Date of next meeting: 27th June 2022

To all members of **West Hoathly Parish Council**

You are summoned to attend the annual meeting of the **West Hoathly Asset & Highways Committee** to be held on **Monday 23rd May 2022** immediately following the conclusion of the **Annual Meeting of the Parish Council**.

L Andrews
Clerk to West Hoathly Parish Council

Agenda

- 1) To elect the Chairman for the coming year**
- 2) To elect the Vice Chairman for the coming year**

To all members of **West Hoathly Parish Council**

You are summoned to attend the Annual Meeting of the **Finance Committee** to be held on **Monday 23rd May 2022 immediately following the conclusion of the Annual Meeting of the Asset & Highways Committee**

L Andrews

Clerk to West Hoathly Parish Council

Agenda

- 1) **To elect the Chairman for the coming year**
- 2) **To elect the Vice Chairman for the coming year**

**TRUSTEES OF
WEST HOATHLY VILLAGE HALL**

Charity Registration Number: 305328

Document Reference A2115

To all members of the **Trustees of West Hoathly Village Hall**
You are summoned to attend the **Annual Meeting of the Trustees of West Hoathly Village Hall** to be held on **Monday 23rd May 2022** immediately following the **conclusion of the Annual Meeting of the Finance Committee.**

L Andrews
Clerk to West Hoathly Parish Council

Agenda

- 1) **To appoint members of The West Hoathly Village Hall Management Committee**
- 2) **To elect the Chairman of the West Hoathly Village Hall Management Committee for the coming year**
- 3) **To elect the Vice Chairman for the West Hoathly Village Hall Management Committee for the coming year**
- 4) **To review and approve the Village Hall Management Committee Terms of Reference**