

# South Heighton Parish Council

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Chairman: Cllr Paul Julian • Clerk: Stephanie Mills, 10 Bromley Road, Seaford, East Sussex, BN25 3ES

Members of the Parish Council are hereby summoned to attend a meeting of **South Heighton Parish Council** to be held in the **South Heighton Village Hall, South Heighton** on **Tuesday 19<sup>th</sup> February 2019** at **7.00pm**.

*S Mills*

Stephanie Mills, Clerk to the Council

12<sup>th</sup> February 2019

## A G E N D A

### 1. Public Participation

Members of the public are welcome and encouraged to attend. The first fifteen minutes of the meeting will be available for the public to express a view or ask a question on relevant items on the agenda or raise any appropriate matters that affect the Parish. The public and press are also welcome to stay and observe the rest of the meeting.

### 2. Acceptance of apologies for absence

### 3. Declarations of Interest

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

### 4. Approval of minutes

To agree, and sign as a true record, the minutes of the Council Meeting held on 15<sup>th</sup> January 2019.

### 5. Chairman's Announcements

To receive any announcements by the Chairman of the Council.

### 6. Denton Challenge

To consider and approve representation by the Parish Council at the Denton Community Challenge on Saturday 8<sup>th</sup> June 2019.

### 7. Banner advertising request

To consider correspondence from the South Heighton Village Hall Management Committee regarding display of banners at the Hollow for charity events.

### 8. Clerk's Report

To note a report by the Clerk detailing business in progress and correspondence since the last meeting.

### 9. The Hollow Project

#### 9.1. Progress update

To note an update from the Chairman and Clerk regarding progress of the Hollow Project;

#### 9.2. Finance update

To review and approve submitted quotes to reduce the remaining Newhaven Community Fund Grant Balance.

### 10. Village Green Project

To note an update from Cllr Turner and the Clerk regarding progress of the Village Green Project.

### 11. Annual Parish Meeting

To note a progress update from the Clerk on arrangements for the Annual Parish Meeting to be held on Monday 20<sup>th</sup> May 2019.

### 12. The Hollow signage

To approve the supplier proof and quote for welcome/information signs to be displayed at the Hollow.

**13. Spring/Summer Newsletter**

To agree the following items regarding the Spring/Summer Newsletter:

- Format;
- Costs;
- List of articles;
- Deadlines for publication.

**14. Planning**

To consider, and agree a response to, the following planning applications:

- 14.1. SDNP/19/00333/DCOND** - Application for approval of details reserved by conditions relating to the conversion of agricultural barn to a self-catering holiday cottage & soft landscaping scheme ref SDNP/17/01498/FUL at Norton Farm, Farm Lane, Norton, BN25 2UW (planning permission granted 20th June 2017).

**15. Finance**

- 15.1.** To review and approve the Clerk's annual salary increment and home working allowance;  
**15.2.** To approve payments and receipts since the last meeting.

**16. District/County/Parish Councillor Reports**

To receive verbal or written reports.

**17. Consultations/Meetings**

To review, and agree a response to, the following:

**17.1. Air quality monitoring**

To consider the correspondence from Lewes District Council regarding potential locations for placement of a Nitrogen Dioxide Diffusion Tube within the Parish.

- 18.** To note the date of the next meeting is **Tuesday 12<sup>th</sup> March 2019 at 7pm in South Heighton Village Hall.**