

# **LURGASHALL PARISH COUNCIL**

## **DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 9<sup>TH</sup> MARCH 2017**

Councillors Present: Mr J Bonnett, Mr R Cooper, Mr J Harden, Mr S Hellett, Mr N Jowett, Mrs A Martin-Jenkins, Mr G Sharp, Dr A Tate and Dr P Wilding (Chairman)

In Attendance: Mrs H E Cruikshank (Clerk)  
District Councillor Nick Thomas  
There were no members of the public present.

The Chairman declared the meeting open at 7.30pm and welcomed all to the meeting.

### 25/17 APOLOGIES FOR ABSENCE

Apologies were received from County Councillor Janet Duncton.

### 26/17 CODE OF CONDUCT

The Chairman reminded members of their responsibilities under the Code of Conduct.

### 27/17 MINUTES OF THE LAST MEETING

The Minutes of the last Parish Council meeting held on Thursday 19<sup>th</sup> January 2017 were approved and signed by the Chairman as a true record.

### 28/17 MATTERS ARISING

There were no matters arising which were not covered on tonight's agenda.

### 29/17 OPEN FORUM

There were no questions.

### 30/17 COUNCILLORS REPORT

District Councillor Nick Thomas reported that budgets were the name of the game at both District and County Councils. District are looking at slightly raising their part of the Council tax equating to 10p per week roughly per household with all 115 services being preserved and maintained. He spoke of the decision by Highways England to cancel the A27 Chichester bypass scheme due to there being no consensus reached locally on a way forward. Mr Harden praised the District Council for its support of Lurgashall over the years specifically being very generous with grants helping the village hall. Mr Thomas replied that Eileen Lintill who looks after the funds for communities has done a great job and it may be that the pot is reduced slightly going forward but there will still be money available. Finally he gave his full support in endorsing Janet Duncton in the forthcoming County elections in May.

Any queries of a District nature, please do not hesitate to contact Nick Thomas [nthomas@chichester.gov.uk](mailto:nthomas@chichester.gov.uk) or 01730 810837.

There was no County Councillor report. Please contact Mrs Janet Duncton directly regarding any County issues on 01798 342528 or email [janet.duncton@westsussex.gov.uk](mailto:janet.duncton@westsussex.gov.uk)

### 31/17 FINANCE

Clerk had previously distributed Appendix 2a, 2b and 2c which included:

- a) A statement of the position of the Council's bank accounts as at 1<sup>st</sup> March 2017 incorporating details of cheques which needed to be issued, and which approval was sought.
- b) Budget Monitoring sheet as at 1<sup>st</sup> March 2017
- c) Donation requests 2016/17

The Council's current financial position at £30,079, bank account and budget monitoring sheet were noted.

The members duly approved the payments for Mrs Helen Cruikshank (Clerk's January & February Salary & Exps) @ £660, M C Lillywhite (Treework at the allotments) @ £250 and Dr Peter Wilding (Chairman's half yearly allowance) @ £150. Mr Bonnett reported the fingerpost at the North-West corner of the Village Green had finally been finished. He had received the invoice from J K Engineering for £2,670 (inc VAT) which he sought approval for payment. £1,405 of this was being funded from a grant received from the New Homes Bonus scheme. The members approved payment for this. Clerk confirmed that a VAT refund of £537 had now been received.

The members discussed the question of donations (Appendix 2c). It had previously been agreed to increase donations from £250 to £500 for 2016/17. It was agreed that the following donations be made and payments for these were approved;

Waverley CAB £100  
Sussex Air Ambulance £100  
Chichester (Petworth) Food Bank £100  
Haslemere First Responders £50  
Rother Valley Together £50  
Petworth Cottage Nursing Home £50

### 32/17 PLANNING

Clerk had previously distributed Appendix 3. Dr Wilding commented upon the following applications;

#### PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

##### SDNP/17/00231/HOUS and SDNP/17/00232/LIS

**Location:** Bishops Holt, 163 High Hamstead Lane Lurgashall GU28 9ET  
**Proposal:** Alterations to existing extension and replacement of rear conservatory.

##### SDNP/16/06139/LIS

**Location:** Well House High Hamstead Lane Lurgashall GU28 9ET  
**Proposal:** Change existing colour of wood work on windows and doors to dulux heritage midnight teal to the main dwelling, studio and garden shed.

##### SDNP/17/00129/HOUS

**Location:** Quellhurst Quell Lane Lurgashall GU27 3BW  
**Proposal:** Proposed construction of a new balcony and porch, installation of new windows, all to the north east elevation.

SDNP/17/00020/LIS

**Location:** 1 The Quell Cottages Quell Lane Lurgashall GU27 3BW

**Proposal:** Construction of porch and conservatory, reroofing and replacement tile hanging, reinstatement of missing infill panels, interior finishes and repair and replacement of windows and doors. Repairs to timber frame including structural supports, insertion of limecrete floor and insulation.

SDNP/17/00639/LDE

**Location:** Pheasant Hill, Hillgrove Lane, Lurgashall GU28 9EP

**Proposal:** Existing lawful development certificate for road access and track

SDNP/17/00583/TCA

**Location:** Bishops Cottage, 164 High Hamstead Lane, Lurgashall GU28 9ET

**Proposal:** Notification of intention to fell 1 no. Lawson Cypress tree

DECISIONS RECEIVED FROM CDC/SDNPA SINCE LAST MEETING

SDNP/16/05553/HOUS

The Malt House High Hamstead Lane Lurgashall GU28 9ET

Erection of a greenhouse. |

Decision: Approved

SDNP/16/05550/HOUS

The Malt House High Hamstead Lane Lurgashall GU28 9ET

Change of use of outbuilding to provide ancillary accommodation to the main dwelling.

Decision: Approved

SDNP/16/05551/LIS

The Malt House High Hamstead Lane Lurgashall GU28 9ET

Alterations to outbuilding to provide ancillary accommodation to the main dwelling.

Decision: Approved

SDNP/15/02342/LIS

Blackdown House Fernden Lane Lurgashall West Sussex GU27 3BT

Internal alterations including: dressing room: remove panelled wall and door and reinstate in new position, block up door from corridor to bedroom, reinstate opening between hallway and dressing room, fit new joinery, master bathroom: refurbish and remove dado rails and fire surround, children's bathroom: refit and remove partition wall

Decision: Refused

It is considered that insufficient information has been submitted with the application in order for the local planning authority to fully assess the impact of the proposed alterations on the character, appearance and historic fabric of the listed building.

SDNP/16/06069/FUL

New stable block and extension of existing access track.

Pheasant Hill Hillgrove Lane Lurgashall GU28 9EP

Case withdrawn

Dr Wilding reported that three plans had already come in this week; Gospel Green House (lawful development

certificate for use of outbuildings), Land adjacent to Old Manor Farm (retrospective widening of existing access with new gate and surface) and the repainting of the front door at Well House, High Hamstead Lane. These would be discussed via email. He added Old Hearne Farm had appealed against SDNP's refusal of the retention of the East Barn and its immediate surrounds for mixed agricultural and equestrian purposes.

### 33/17 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Dr Wilding said he had recently collected 5 bags of rubbish along Jobsons Lane. Mr Sharp said sadly there was lots of rubbish everywhere. District Councillor Thomas said that CDC will send inspectors out to investigate any complaints and encouraged parishioners to report fly-tipping.

Clerk to report potholes on Jobsons Lane towards Gospel Green and outside Boxalland Farm, the entire state of the road on Roundhurst Lane and the warning road sign which has rusted in half on Hillgrove Road. She would also contact the new local Highways Manager, Chris Dye to organise a meeting with Mr Cooper and Mr Sharp to discuss other highways issues including the drain problem outside Boundary Cottage.

Mr Harden said he was concerned about the speed of traffic through the village. It was agreed to add speed limit as an item on the next meeting's agenda.

Mr Bonnett reported that it was good news that the sign post had finally been finished and it looks great. J K Engineering has proposed the signpost needs protecting and suggested oak posts with reflectors to stop vehicles encroaching onto the triangle at a cost of £500. Mr Sharp suggested a more local alternative would be better and at a preferable cost of no more than £150. Dr Wilding advised to wait until the renovations at The Malt House had finished as the owners had said they would tidy up any mess on that corner created by their building works. He would write to them and ask whether they would make good the area around the new signpost too. Mr Jowett recommended checking the legal liability of putting up posts and it was agreed to contact WSCC Highways for their suggestion and advice with regard this before any decisions were made.

Dr Wilding reported the pond hedge has been trimmed and Mr Sharp confirmed that all the cuttings had been burnt up.

There is a further £500,000 of funding available for local flooding issues through Operation Watershed in the financial year 2017/18. There had been serious flooding recently outside Whitewell House and Brockhurst. Mr Bonnett reported the culverts had not been cleared and it is essential they are maintained to work efficiently. Mr Cooper said they had been done in the autumn. Mr Jowett reported the grill on the culvert by Whitewell House had been removed and the culvert is regularly checked but flooding is still a problem. Mr Bonnett said the grill needs to be placed at a certain distance from the culvert to be effective. There are ten separate culverts in the parish which need regular maintenance plus ditches. County do not appear to be doing this now so who does? It was agreed a separate Highways meeting was required to discuss these issues and any application for further Operation Watershed funding.

### 34/17 VILLAGE HALL FREEHOLD

*Mr Cooper declared an interest in this item as a member of the Village Hall Management Committee (VHMC).*

Dr Wilding said a letter had been received from Chichester Diocese stating their position remains the same as their letter on 22<sup>nd</sup> June. They do not wish to dispose of its freehold interest in the land but would be happy to discuss the options as suggested. Dr Wilding said he had received a letter from the Village Hall Committee requesting that Mr Pavia take up the matter with the Diocese on behalf of the Village Hall Committee. The Village Hall Committee feels it is very important that the freehold is held within the village and want to pursue

the matter. All agreed that it would be a good idea to try and initiate a face to face meeting with Mr Morl from the Chichester Diocese when Mr Clark could hand over to Mr Pavia with Dr Wilding and the Village Hall Chairman in attendance also. Dr Wilding to action.

#### 35/17 CRICKET PAVILION

*Mr Cooper declared an interest in this item as Chairman of the Cricket Club.*

Mr Cooper reported that most of the works to the outside of the pavilion had been done. It is hoped that the kitchen and the inside can be refurbished next year when more funds have been raised.

#### 36/17 PLAYGROUND

Mr Cooper reported there were no problems at the playground. He checks the equipment a couple of times a week. The spring on the gate had broken once again.

#### 37/17 ALLOTMENTS

Mr Sharp reported the allotments had been tidied, levelled and looking much better. The trees backing onto the shop had been reduced in size. He raised concern about rabbits getting in from the Jubilee field and some hedge cutting needs to take place. Mr Sharp and Dr Wilding to action.

#### 38/17 RIGHTS OF WAYS

Clerk had received a letter regarding the West Sussex County Council (WSSCC) annual update on Public Rights of Way which she had forwarded to all members. It outlines the work completed in the parish as part of the WSSCC 15 month Routine Maintenance and Inspection Cycle. This programme provides one cut per year on select paths around the county (approximately 10%) and a list of paths cut in the parish area. Please let the Clerk know of any areas which need attention so she may feed this back to the Access Ranger. Mr Harden suggested contacting Mike Oakland as he may be able to assist. Clerk to action. Mr Bonnett said the process seemed more organised than in previous years.

#### 39/17 L.R.A

Dr Tate reported the L.R.A had held its Quiz Night fundraiser and successfully made £900. The AGM will be announced shortly but will be in April sometime. The L.R.A has sought pre-application advice from SDNP/CDC for an all-weather hard court in the Jubilee field.

#### 40/17 LURGASHALL TRANSPORT

Mr Harden recommended that the Parish Council writes to the Midhurst Yellow Bus requesting that it consider adding Lurgashall onto its timetable on Tuesdays if Lurgashall loses its Compass Bus Route 96 Tuesday service. There are four regular users. All agreed to this. Clerk to write letter to Nick Wheeler at the Midhurst Community Bus. Mr Harden added that he is also working on getting the Hoppa Community Bus which is run on behalf of Surrey County Council from Northchapel to Haslemere, twice weekly to consider being re-routed to include Lurgashall.

#### 41/17 ANNUAL PARISH MEETING 2017

Dr Wilding said that unfortunately Katy Bourne, the Police Crime Commissioner was unable to make the proposed date of Thursday 27<sup>th</sup> April. The date was rearranged for Thursday 20<sup>th</sup> April at 7.30pm and would follow the normal format. Refreshments would be provided. Mr Jowett sent his apologies.

#### 42/17 CORRESPONDENCE

Dr Wilding had been asked to comment on the initial assessment report by Historic England on the Lurgashall war memorial. The request had been initiated by Historic England because the Lurgashall war memorial is one of only a few which records the death of a woman.

Dr Wilding had also received an email from The Noah's Ark Inn requesting permission to run an Easter Trail to include parts of the village green over Easter week-end (14<sup>th</sup>-17<sup>th</sup> April). Members agreed it was a good idea and support the initiative as long as children were accompanied by an adult because of the traffic and children did not go inside the telephone box as it houses the defibrillator.

Clerk spoke of meetings being held over the next couple of months:

- North Chichester CLC meeting – Thursday 16<sup>th</sup> March at 7pm – The Grange Centre, Midhurst (Willow Room)
- North-East and North-West Community Forum – Tuesday 28<sup>th</sup> March at 7pm (6.30pm refreshments) at The Old Library, Knockhundred Row in Midhurst
- All Parishes Meeting – Wednesday 5<sup>th</sup> April at East Pallant House (7-9pm, buffet from 6.30pm) – Dr Wilding and Mrs Martin-Jenkins to attend

43/17 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

44/17 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Speed limit

Please let the Clerk know of any other items by Wednesday 3<sup>rd</sup> May 2017

45/17 DATE OF THE NEXT MEETING

The next meeting is on Thursday 11<sup>th</sup> May 2017 (AGM)

There being no other business, the Chairman closed the meeting at 9.15pm.