

LURGASHALL PARISH COUNCIL

APPROVED MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 11TH MAY 2017

Councillors Present: Mr R Cooper, Mr J Harden, Mr S Hellett, Mrs A Martin-Jenkins, Mr G Sharp, Dr A Tate, Dr P Wilding.

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

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

AGM BUSINESS

1. TO ELECT A CHAIRMAN

The Clerk invited nominations for Chairman for the ensuing year. Dr P Wilding was proposed and duly seconded and there being no other nominations it was **RESOLVED** that Dr Wilding be elected Chairman of Lurgashall Parish Council.

2. TO ELECT A VICE-CHAIRMAN

The Chairman invited nominations for Vice Chairman and Dr A Tate was proposed and duly seconded. There being no other nominations it was **RESOLVED** that Dr Tate be elected Vice Chairman for the ensuing year.

3. TO ELECT MEMBERS OF COMMITTEES

Planning Committee

Mr Cooper, Mr Harden, Mr Hellett, Mr Jowett, Mrs Martin-Jenkins, Dr Tate, Dr Wilding

Finance & General Purposes Committee

Mr Bonnett, Mr Cooper, Mr Harden, Mr Jowett, Mrs Martin-Jenkins and Dr Wilding

Highways (including Winter Planning and Village Green) Committee

Mr Bonnett, Mr Cooper, Mr Harden, Mr Hellett, Dr Tate and Dr Wilding

Special Responsibilities:

Systems Audit: Mrs Martin-Jenkins

Playground: Mr Cooper

L.R.A: Dr Tate

Representatives:

Village Hall Management Committee: Mr Cooper

North-East Community Forum: Mr Cooper

4. TO AFFIRM DATES OF FUTURE MEETINGS 2017/18

Thursday 13th July 2017
Thursday 14th September 2017
Thursday 9th November 2017
Thursday 11th January 2018
Thursday 8th March 2018
Thursday 10th May 2018 (AGM)

All meetings are to be held in Lurgashall Village Hall at 7.30pm unless otherwise stated. Planning meetings are to be held on the first Tuesday of every month at the Village Hall at 7.30pm

PARISH COUNCIL BUSINESS

46/17 APOLOGIES FOR ABSENCE

Apologies were received from Mr J Bonnett, Mr N Jowett and County Councillor Janet Duncton. Mrs A Martin-Jenkins arrived at 7.55pm.

47/17 CODE OF CONDUCT

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

48/17 MINUTES OF THE LAST MEETING

The Minutes of the last meeting held on Thursday 9th March 2017 were approved and signed by the Chairman as a true record.

49/17 MATTERS ARISING

There were no matters arising,

50/17 OPEN FORUM

There were no members of the public present.

51/17 COUNCILLORS REPORT

District Councillor Nick Thomas reported it was all about the elections at the District and County Councils. He commended County Councillor Janet Duncton on her majority win of 2,500 plus in Peworth. He said he was delighted to welcome Dr Wilding as the District Councillor joining him on the Plaistow Ward. There are three new District Councillors and two alterations to the cabinet. Gillian Keegan has left to be the Conservative Member of Parliament and Carole Purnell has gone to the County Council. Mr Thomas said the District will move onto its next phase of the Council's year once the General Election are over following June 8th. Any questions of a District nature, feel free to feed back to Mr Thomas 01730 810837 or email nthomas@chichester.gov.uk)

There was no County Councillor report. Please contact Mrs Duncton regarding any County issues on 01798 344914 or email janet.duncton@westsussex.gov.uk

52/17 FINANCE

Clerk had previously distributed Appendix 3a which included:

- a) Income and Expenditure sheet y/e 31st March 2017
- b) Bank reconciliation as at 31st March 2017
- c) Sections 1 and 2 of the Annual Return 2016/17
- d) Explanation of Variances 2016/17

Members considered Appendix 3a; the Accounts for 2016/17, the Annual Return 2016/17 including the Accounting Statement figures and the Annual Governance Statement questions. Clerk confirmed the Internal Audit had been successfully carried out by Mr James Tree. The figures and Annual Return were duly proposed and seconded, then approved by the Council and signed by the Chairman.

Clerk had previously distributed Appendix 3b and 3c which included:

- a) A statement of the position of the Council's bank accounts as at 4th May 2017 incorporating details of cheques which needed to be issued, and which approval was sought.
- b) Budget Monitoring sheet as at 4th May 2017

The Council's current financial position at £32,903 and the budget monitoring sheet were noted. The first instalment of the precept for 2017/18 had been received @ £8,000. It also still includes £4,980 of the Operation Watershed fund money and £4,000 for the Cricket Pavilion repairs from the Fete Committee.

The members duly approved the payments for Mrs H E Cruikshank (Clerk's March & April 2017 Salary & Expenses) @ £689, The Leconfield Estates (Allotment Water) @ £10, Miss A Grout (Half-yearly newsletter editor and printing contribution) @ £200 and Aon UK Ltd (Insurance renewal 17/18) @ £635 and Mr James Tree (Internal Audit 2016/17) @ £50,. Clerk added that three cheques had been approved in between meetings to avoid late fines; for Chichester District Council (Litter bin emptying 2016/17) @ £234, Leconfield Estates (Allotment rent and Playground rent) @ £240 and SSALC (Annual Subs 17/18) @ £177.

53/17 PLANNING

Clerk had previously distributed Appendix 4. Dr Wilding commented upon the following applications;

APPLICATIONS CONSIDERED SINCE LAST PC MEETING

SDNP/16/06139/LIS

Well House High Hamstead Lane Lurgashall GU28 9ET
Repainting front door in Little Greene Basalt (221)

SDNP/17/00942/LDE

Gospel Green Cottage Petworth Road Lurgashall GU27 3BH
Existing lawful development certificate for the use of various existing outbuildings located to the west of Gospel Green Cottage for ancillary domestic residential purposes

SDNP/17/01171/HOUS

Wheelwrights House, Hillgrove Lane, Lurgashall
Alterations to annexe accommodation at Wheelwrights House

SDNP/17/01437/FUL

Pheasant Hill, Hillgrove Lane, Lurgashall
New stable block and access track

SDNP/17/00901/HOUS and SDNP/17/00902/LIS

1 Quell Cottages, Quell Lane. Lurgashall
New porch and conservatory on south-east elevation

SDNP/17/00453/FUL

Land adjacent to Old Manor Farm, Roundhurst Lane, Lurgashall
Retrospective planning for widening of existing access with new gate and laying of new surface

DECISIONS RECEIVED SINCE LAST MEETING

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

Bishops Holt, 163 High Hamstead, Lurgashall

Alterations to existing extension and replacement of rear conservatory

Decision: Approved

SDNP/1700129/HOUS

Quellhurst, Quell Lane, Lurgashall

Proposed construction of a balcony and porch to the south-east and the installation of new windows to the north-east

Decision: Approved

SDNP/17/00453/FUL

Land adjacent to Old Manor Farm, Roundhurst Lane, Lurgashall

Retrospective planning for widening of existing access with new gate and laying of new surface

Decision: Case withdrawn

SDNP/16/06227/LIS

Bishops Cottage 164 High Hamstead Lane Lurgashall Petworth West Sussex GU28 9ET

[Internal alterations to first floor partitions and creation of en-suite bathroom. Minor repairs and redecorations.](#)

Decision: Approved

SDNP/17/00764/DCOND

The Malt House High Hamstead Lane Lurgashall Petworth West Sussex GU28 9ET

Discharge of condition 3 from permission SDNP/16/05553/HOUS - Schedule of materials

Decision: Approved

Dr Wilding added that there was a pre-application for Court's Yard with an amendment to the proposal. The plan has changed from two to five houses. The Parish Council would send in an objection to this.

54/17 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Mr Cooper said following the last meeting, he had spoken with the new Highways Manager, Chris Dye who did get the Highways Officer Steve Hodd to contact him. Steve Hodd came and took a thorough look round the parish and the Highways team is now working through the list of issues identified to them.

Building works at the Malt House has now finished and the owners have kindly got their contractors to re-turf the triangle on the NW corner of the Green and a make good the rest of the problems. A good job had been done of the drainage by Boundary Cottage.

Approval was given by the Parish Council to move the mound by the parking extension to allow BT Openreach to install a new box to enable faster broadband to the parish.

There was nothing to report on Winter Planning. With regard to Operation Watershed, Dr Wilding reminded members that CBEC would be presenting their findings from the Lickfold Bridge survey on Monday 15th May at 7.30pm at Lodsworth's Annual Parish Meeting.

Dr Tate stated that a lot of time and money was spent on the Village Green and surrounds but what about elsewhere in the parish? There were many other fingerposts in the parish which needed attention for example. Mr Sharp said they all need a deep clean and painting. Mrs Martin-Jenkins suggested aiming for one a year on a rolling

basis given the amount of work it entails. It was agreed that this would be discussed further outside of the meeting and a proposal with costings reported back at the next meeting.

55/17 VILLAGE HALL FREEHOLD

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

Dr Wilding said no meeting date had yet been set with Mr Morl, Mr Clark, Mr Pavia, Mrs Nicholes and himself. There was nothing further to report on this item.

56/17 CRICKET PAVILION

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

Mr Cooper reported that the Cricket Pavilion renovations had come to some £1,800 more than expected due to extra works needing to be carried out but mainly in relation to the front shutters. The original estimate was for metal roller shutters but it had been agreed that wooden shutters would be preferable. The final invoice from the builders, G T Stemp & Sons totals £9,885 plus VAT. The cost will be funded by £4,000 from the Fete Committee £4,000 from the Cricket Club and the outstanding £1,885 as a loan from the Club president. Mr Sharp proposed that the Parish Council should consider paying for half of this extra cost as it does own the building. Although it was noted that the Cricket club does have a full-repairing lease on the pavilion. All agreed to a one-off payment of £900 as a contribution towards the renovation project. Mrs Martin-Jenkins said the pavilion looks very nice however it is essential now that the building is kept regularly maintained.

57/17 PLAYGROUND

Mr Cooper said there had been some minor vandalism at the playground with some slats kicked off the gate. He had repaired these.

58/17 ALLOTMENTS

Mr Sharp said all was going smoothly and the allotments are getting much tidier. He added that the hedge will need cutting in the winter.

59/17 RIGHTS OF WAYS

Clerk had not had any issues reported to her recently. No new ranger had yet been appointed to the area although the routine Rights of Way inspection for Lurgashall is still due to take place in June.

60/17 L.R.A

Dr Tate reported that the L.R.A recently had held its AGM with all existing members, re-appointed. There were twenty people in attendance and the meeting was mainly discussing the proposed new all-weather pitch. It had been agreed that the L.R.A should keep control of this as there would be a conflict in interest if a club is formed to run it. The cricket nets are being used and does its job well.

61/17 LURGASHALL TRANSPORT

Mr Harden reported the Yellow Bus is now coming to Lurgashall on Tuesdays which is very good news and positive for the village. It is now up to parishioners to use it. He spoke of the Surrey-run Hoppa Bus service which currently picks up from Northchapel and goes to Haslemere. Mr Harden would like to see this extended to include Lurgashall. He has spoken with the Chairman of Northchapel Parish Council who confirmed that Hoppa approached Northchapel when this was first set up. Mr Harden to contact Mr Poste from Northchapel for further information.

62/17 PARISH SPEED LIMIT

Dr Wilding reported that previous attempts to reduce the speed limits in the parish had taken a lot of work with little support from County. Mr Hellett who was part of the original group said that the general consensus was

that it was not worth it, there would be too much signage in the parish and policing it would be problematic. Mrs Martin-Jenkins added that the biggest mistake was the painting of white lines on parish roads. There should not be white lines on Jobsons Lane as without them the traffic would naturally slow down.

63/17 CORRESPONDENCE

The Clerk had received a letter from Petworth Town Council requesting support for a proposed skate park in Pound Street car park in Petworth. It was agreed that the Clerk should respond positively but raise concerns regarding the lack of local public transport available which would no doubt prove a key barrier for the parish youngsters of Lurgashall actually being able to use the facility.

The Clerk had received an email from a parishioner enquiring whether the Parish Council had seen any consents for the events being advertised in the name of Little Lightning which are to take place at Orchard Park Farm on Saturdays from July onwards. Clerk to contact CDC licensing and planning to check whether the requisite consents have been applied for.

Clerk informed members of some dates for their diaries:

- North Chichester CLC Meeting on Tuesday 20th June at Rogate Primary School
- All Parishes Meeting on Wednesday 20th September at East Pallant House at 7pm.

64/17 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

Dr Tate reported that following his monthly check the battery was low on the defibrillator. He contacted SECAMB who informed him they are no longer responsible for supporting or maintaining public access defibrillators. Unfortunately the defibrillator housed in the BT kiosk on the Village Green is no longer manufactured. Haslemere Community First Responders were very embarrassed by SECAMB's decision but fortunately have managed to acquire a replacement battery for Lurgashall. However going forward it will be up to the Parish Council to buy the spares with batteries at £200 plus VAT with an 18 month lifespan and the pads lasting 4 years. The Cricket Club are supporting Haslemere Community First Responders as their charity this year. Dr Tate said it was an unhappy position but the problem is solved for the moment. However in future years new batteries and consumables will have to be budgeted for by the Parish Council and potentially a new defibrillator. Mr Sharp suggested that the fete committee be approached for a donation. Mr Bonnett had previously queried via email whether another defibrillator/first aid training session should be organised.

65/17 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

There were no items mentioned. Please contact Clerk by Wednesday 5th July to add any items to the agenda.

66/17 DATE OF THE NEXT MEETING

The next meeting will be held on Thursday 13th July 2017

There being no other business, the Chairman closed the meeting at 8.45pm.