

LURGASHALL PARISH COUNCIL

DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 11TH JANUARY 2018

Councillors Present: Mr J Bonnett, Mr R Cooper, Mr J Harden, Mr N Jowett, Dr A Tate and Dr P Wilding (Chairman)

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

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

1/18 APOLOGIES FOR ABSENCE

Apologies were received from District Councillor Nick Thomas, Parish Councillors Anthea Martin-Jenkins and Sean Hellett.

2/18 CODE OF CONDUCT

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

3/18 MINUTES OF THE LAST MEETING

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

4/18 MATTERS ARISING

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

5/18 OPEN FORUM

There were no questions.

6/18 COUNCILLORS REPORT

County Councillor Janet Duncton reported that from 1st April, the County's waste/recycling site opening times would change to 9am-6pm (4pm in the winter). Midhurst will be open Thursday – Monday (closed on Tuesdays and Wednesdays) which it is hoped will make the facility more accessible for residents. Operation Watershed still has £172K left in its 2017/18 pot if the parish wishes to apply for any funding to protect Lurgashall against flooding issues i.e. drains/ditches etc. It is hoped that given the success of the project that it will continue into 2018/19. Mr Bonnett enquired after the progress with the Lickfold Bridge flooding project. Clerk had not heard from Fernhurst Parish Council. Dr Wilding said the next stage would be to get a study done to price for a solution to the problem. The previous study funded by Operation Watershed jointly with Lodsworth PC showed that hydraulics didn't make a difference to the situation so the only solution would be to raise the bridge. Mrs Duncton to check whether funding includes money for an engineering design. Mr Jowett added that the corner of Dial Green by Whitewell House is still constantly flooding. A lot of work has already been done in the parish with Operation Watershed monies in previous years.

County Councillor Duncton added that the new Highways contract will start on 1st July however no decision has yet been made on a contractor.

Please contact Mrs Janet Duncton directly regarding any County issues on 01798 342528 or email janet.duncton@westsussex.gov.uk

Mrs Duncton left the meeting at 7.45pm

In the District Councillor Nick Thomas' absence, Dr Wilding reported that the District has a few initiatives on-going with much focus on the budget 2018/19 and the Southern Gateway Masterplan (the re-development of the 30 acre site at the bus station in Chichester), It will be a mix of housing, offices and retail space. The district part of Council Tax is due to go up by £5 (band D property) per year. This increase will ensure all current services are maintained. He added there are a few new projects North of the Downs including updating Midhurst's Vision Statement (focusing on refreshing the current one), the repair of the Old Bakery in Petworth and Social Prescribing (this is a project to develop a new scheme to help connect residents to services and support in local places. It will be a service for GPs and other health professionals to access on behalf of patients who ask for help with problems that are non-medical and need more holistic community based solutions, for example dealing with loneliness. Only GPs will be able to make referrals to this service).

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

7/18 FINANCE

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

- a) A statement of the position of the Council's bank accounts as at 4th January 2018 incorporating details of cheques which needed to be issued, and which approval was sought.
- b) Budget Monitoring sheet as at 4th January 2018

The Council's current financial position at £19,398, bank account and budget monitoring sheet were noted.

The Clerk reported that a payment for £20 had been made since the last meeting to Mrs Sophie Jowett for reimbursement for printing costs for the village shop survey. The members duly approved the one payment for Mrs Helen Cruikshank (Clerk's November & December Salary & Exps) @ £728.

8/18 BUDGET AND PRECEPT 2018/19

Dr Tate declared an interest as a governor of Northchapel Primary School

In the absence of Mrs Martin-Jenkins, Mr Jowett and Mr Bonnett presented the draft budget for the coming year 2018/19 as part of the report of a meeting held on 27th November 2017. Members had previously been sent this report as Appendix 3. Given the constant drain on resources with more responsibility being handed to parishes from County, it was agreed after much discussion at the Finance meeting that there would need to be a substantial increase in the precept for 2018/19. It is envisaged all fingerposts in the parish will be refurbished on a rolling basis of one or two a year, the bus shelter also needs refurbishing and more money has been allocated in the budget for provision of a managed yearly skip which has been missed in the village since WSCC ceased its service in September 2016. Also it was felt it is still imperative to continue to support Northchapel Primary School and to build in some reserve for possible funding assistance with supporting the village shop's future.

Mr Jowett proposed that the budget figures 2018/19 be accepted as presented and this was approved unanimously. As part of the budget presentation, Mr Jowett reported that the Finance and General Purposes Committee recommend that the precept be increased from £16,000 to £20,000 which is a 25% increase. It was agreed this

would be a realistic precept for the parish, given the increased needs and requirements in the parish. It works out as an additional **22p** per Band D household per week. Dr Wilding proposed this, Dr Tate seconded and this was approved unanimously. Clerk to inform CDC of the decision.

9/18 RISK ASSESSMENT

The Clerk presented the report of the Finance and General Purposes Committee dated 27th November 2017 which members had previously been sent as Appendix 4. Two amendments were recommended, under item E : Lurgashall Cricket Pavilion, the wording under “Further Measures required” to be amended to read, “One member of the Council plus a suitably proficient individual to be nominated to undertake a physical inspection of the property every two years to ensure it remains in good condition” plus the addition of the bus shelter as a separate item under item G : Other potential areas of risk considered. Members approved the revised report.

10/18 PLANNING

Clerk had previously distributed Appendix 5. Dr Wilding commented upon the following applications;

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/17/05523/LDE

Old Hearne Farm Jays Lane Lurgashall Haslemere West Sussex GU27 3BL

Existing lawful development - use of a manege without complying with condition 4 of planning permission LG/02/03213/FUL

SDNP/17/05100/FUL

Plash Barn Farm Jobsons Lane Lurgashall Haslemere West Sussex GU27 3BP

Stables and associated landscaping.

SDNP/17/05682/HOUS and SDNP/17/05683/LIS

High Hampstead High Hamstead Lane Lurgashall GU28 9EX

Single storey glazed link extension.

SDNP/17/05466/HOUS

The Malt House High Hamstead Lane Lurgashall GU28 9E

Below-ground swimming pool and extension to greenhouse. |

SDNP/17/06331/CND

Leverton Fernden Lane Lurgashall GU27 3BS

Variation of condition 1 of permission SDNP/17/02750/HOUS. Rooflight alteration.

SDNP/17/06073/HOUS and SDNP/17/06074/LIS

Wheelwrights House Hillgrove Lane Lurgashall GU28 9EW

Internal and external alterations to annexe.

SDNP/17/05965/HOUS

Aldworth Farm Jobsons Lane Lurgashall GU27 3BY

Demolition of stables, studio and garage and erection of replacement outbuilding comprising garaging, studio and games room

SDNP/17/06191/FUL

Greenland Farm Jobsons Lane Lurgashall GU27 3BZ

Erection of a machine store building.

DECISIONS RECEIVED FROM CDC/SDNPA SINCE LAST MEETING

SDNP/17/03335/FUL

Wheelwrights House Hillgrove Lane Lurgashall GU28 9EW

Change of use of agricultural land for personal equine use with associated construction of stables and garage building

Decision: Approved

SDNP/17/04451/FUL

Gospel Green Cottage Petworth Road Lurgashall GU27 3BH

Retention of replacement outbuilding used for domestic purposes ancillary to Gospel Green Cottage. Addition of timber doors to close over existing doors and windows to the rear (South West) elevation

Decision: Approved

SDNP/17/05100/FUL

Plash Barn Farm Jobsons Lane Lurgashall Haslemere West Sussex GU27 3BP

Stables and associated landscaping

Decision: Approved

SDNP/17/05523/LDE

Old Hearne Farm Jays Lane Lurgashall Haslemere West Sussex GU27 3BL

Existing lawful development - use of a manege without complying with condition 4 of planning permission

LG/02/03213/FUL

Decision: Approved

SDNP/17/05682/HOUS and SDNP/17/05683/LIS

High Hampstead High Hamstead Lane Lurgashall GU28 9EX

Single storey glazed link extension.

Decision: Refused

SDNP/17/05283/CND

Old Hearne Farm Jays Lane Lurgashall GU27 3BL

Retention of the east barn and its immediate surroundings for mixed agricultural and equestrian purposes.

(Variation of condition 3 from planning permission SDNP/16/04559/FUL - Removal of roof-lights in the north-east elevation of East Barn.)

Decision: Refused

SDNP/17/05954/DCOND

Leverton Fernden Lane Lurgashall Haslemere West Sussex GU27 3BS

Discharge of condition 3 from planning permission SDNP/17/02750/HOUS

Decision: Approved

SDNP/17/05021/LIS

High Hampstead High Hamstead Lane Lurgashall GU28 9EX

Main barn - removal of plasterboard ceiling from underside of roof rafters. Installation of insulation and plasterboard ceiling between existing roof rafters leaving the rafters partially exposed.

Decision: Approved

SDNP/17/04338/HOUS

Windfallwood Cottage Jobsons Lane Windfall Wood Common Lurgashall GU27 3BX

Erection of 2 bay open car port.

Decision: Refused

11/18 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Mr Jowett raised concern with regard to the condition of the road on the corner just past Whitewell House at Dial Green. The ditches are in a bad state and the road has fallen away at the side plus the area is still prone to flooding even after the Operation Watershed works. It is thought the pipe could be blocked under the road. Clerk to take photos of the problem and report to WSCC Highways and ask that the pipes be jetted and some hazard posts be installed on the edge of the road. Mr Cooper said he would ask Mr Simpson whether he would be able to clear all the ditches along Jobsons Lane and at what cost. Mr Harden said he was worried about a tree on the roadside between Northhurst Farm and Boundary Cottage, Clerk to go and take a photo and report. Concern was also raised regarding the state of the Green opposite The Old School House, Mr Cooper kindly said he would go and speak to the residents on that side of the Green.

Operation Watershed and the Lickfold Flooding was discussed previously under Councillor Reports. Dr Wilding to speak to Lodsworth Parish Council's Chairman to progress this.

The Clerk reported that she had fed back that there was no asbestos in the bus shelter and she was now awaiting Gary Stemp to quote for the refurbishment.

12/18 VILLAGE HALL FREEHOLD

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

Mr Cooper reported there had been a meeting with the Village Hall representatives and the director of property, Scott Ralph from the Chichester Diocese. Mr Bonnett said it had been a very positive meeting and reported that any transfer of the freehold needs to be to a charity. Mr Clark is writing to the Charity Commission with the suggestion that a new charity is set up with the object of holding the land. The charity would be made up of a representative from the VHMC, Parish Council and PCC plus independent members. Scott Ralph intimated that if the Charity Commission agrees then the Diocese would likely agree to the arrangement too.

13/18 VILLAGE SHOP

Dr Wilding reported there had been a lot of activity on the project with meetings every 2 weeks. He had now handed over as Chair to Sophie Jowett. The current manager is giving up the shop at the end of February and it is hoped with a brief spell of cleaning and stock replenishing that the shop will be up and running as soon as possible. Some initial funding will be required for cleaning, stock and shelving to enable the shop to carry on but it is not known at this point how much. Then hopefully a refurbishment will be carried out in the autumn when more funding should be available. This is all conditional on a lease being signed.

14/18 PLAYGROUND

Mr Cooper said there was nothing to report. Playground is not being used as much at this time of year.

15/18 ALLOTMENTS

Clerk reported that the grass at the allotments had been cut and the hedge was due to be trimmed imminently. She was awaiting the bill (total due £153) and asked for approval for this to be paid once the invoice had been received. All agreed to this.

16/18 RIGHTS OF WAYS

There was nothing to report.

17/18 L.R.A

Dr Tate reported there had been a L.R.A meeting where it had been agreed that at this time the future of the village shop must take priority over fundraising for the MUGA. The planning application for the proposed multi-use court has been sent to Chichester District Council.

18/18 GENERAL DATA PROTECTION REGULATION

The Clerk explained that under the General Data Protection Regulation (effective on 25 May 2018) and new UK legislation expected next year, parish councils need to appoint a Data Protection Officer. SSALC/NALC have advised against the Clerk being this person due to conflict of interest/independence/time and knowledge. Clerk asked if there was a Parish Councillor who may like to take on this role. The Clerk added that some parishes were joining together and appointing external DP officers. Further developments would no doubt be emerging over the next few months so a decision will be made once there was more clarity

19/18 MOBILE SKIP

Clerk to investigate costs of providing a fully managed 14 cubic metre skip for Saturday 14th April. She was waiting to hear back from WSCC on whether they could provide their previous service at a cost.

20/18 ANNUAL PARISH MEETING 2018

It was agreed the Annual Parish Meeting would be held on Thursday 19th April.

21/18 CORRESPONDENCE

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

North Chichester CLC meeting – Tuesday 6th March at 7pm at Wisborough Green Village Hall

All Parishes Meeting – 25th April at 7pm at East Pallant House

North-East/West Parishes Forum – date and venue yet to be set

22/18 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

Mr Harden voiced his concern with regard to the many bank closures which were happening in the neighbouring towns.

23/18 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Village Shop

Mobile Skip

Please let the Clerk know of any other items by Thursday 1st March 2018

24/18 DATE OF THE NEXT MEETING

The next meeting is on Thursday 8th March 2018

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