

# **LURGASHALL PARISH COUNCIL**

## **DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 8<sup>TH</sup> MARCH 2018**

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

In Attendance: Mrs H E Cruikshank (Clerk)

There were three members of the public present.

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

### 25/18 APOLOGIES FOR ABSENCE

Apologies were received from District Councillor Nick Thomas, County Councillor Janet Duncton and Parish Councillor Joseph Harden

### 26/18 CODE OF CONDUCT

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

### 27/18 MINUTES OF THE LAST MEETING

The Minutes of the last Parish Council meeting held on Thursday 11<sup>th</sup> January 2018 were approved and signed by the Chairman as a true record.

### 28/18 MATTERS ARISING

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

### 29/18 OPEN FORUM

Two representatives from the Village Shop Committee gave an update on the shop. 90% of those surveys returned wanted to keep the shop and would support it. The shop has had a thorough clean, mini make-over (all carried out by volunteers) and opened last week. To date there have been very positive comments. The shop opened on 5<sup>th</sup> March. There are currently 36 active volunteers and it already feels like it is bringing the community together. The Post Office is being run for this month (March) by the previous shop manager. It is hoped in the longer term that a refurbishment will take place but that is all dependant on the freeholder and planning. Currently the shop is being funded through a fete donation, customer accounts and personal loans. The shop is nearly full with £3,000 of stock however more stock is required and the Village Shop is therefore requesting £5,000 from the Parish Council to help with this and the mini makeover. It is essential that money is invested in stock.

Members all concurred that the shop needed and should get financial support. Discussion was had on whether the £5,000 should be as way of a grant a loan.

It was finally agreed that a £5,000 interest free loan be given to the Village Shop which may be converted to a grant when the shop is financially viable. Clerk to compose an agreement between the Parish Council and the Village Shop and send round to Councillors for their approval.

*Two members of the public left the meeting at 7.50pm*

### 30/18 COUNCILLORS REPORT

There was no County Councillor's 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)

In District Councillor Nick Thomas' absence, Dr Wilding reported that District had been very busy with budgets; the district part of Council Tax was going up by 10p per week. The Southern Gateway Masterplan (the re-development of the bus station in Chichester) plans have been approved and now work begins on re-locating the bus depot and Royal Mail out of the city.

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.

### 31/18 FINANCE

*Councillor Bonnett declared an interest as a trustee of Waverley Citizens Advice Bureau.*

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 28<sup>th</sup> February 2018 incorporating details of cheques which needed to be issued, and which approval was sought.
- b) Budget Monitoring sheet as at 28<sup>th</sup> February 2018
- c) Donation requests 2017/18

The Council's current financial position at £17,508, bank account and budget monitoring sheet were noted.

The members duly approved the payments for Mrs Helen Cruikshank (Clerk's January & February Salary & Exps) @ £658, NES Gardens (allotment grass cutting and hedge cutting) @ £143, PC World Business (PC laptop, printer and software) @ £959 and Dr Peter Wilding (Chairman's half yearly allowance) @ £150. Clerk added the new laptop, printer and software had been funded by a NALC transparency grant and CDC grant. She had filed a VAT return and was awaiting on £3,494 refund.

The members discussed the question of donations (Appendix 2c). 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  
Midhurst Community Bus £100

Mr Bonnett thanked Mr Harden for all his hard work in getting Lurgashall included in the Tuesday route for the Midhurst Community Bus. This was reiterated by all members.

32/18 PLANNING

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

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/17/05831/FUL

Jays Farm Jays Lane Lurgashall GU27 3BL

Upgrade existing farm track and erection of woodshed for commercial forestry operation.

SDNP/18/00963/FUL

Wheelwrights House Hillgrove Lane Lurgashall GU28 9EW

Proposed Manege

SDNP/18/00700/FUL

Playing Field East of Jubilee Cottage, Lurgashall

Construction of a Multi-use games area (MUGA).

DECISIONS RECEIVED FROM CDC/SDNPA SINCE JANUARY'S PARISH COUNCIL MEETING

SDNP/17/06331/CND

*Leverton Fernden Lane Lurgashall GU27 3BS*

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

*Decision: Refused*

SDNP/17/06191/FUL

*Greenland Farm Jobsons Lane Lurgashall GU27 3BZ*

*Erection of a machine store building.*

*Decision: Approved*

SDNP/17/05466/HOUS

*The Malt House High Hamstead Lane Lurgashall GU28 9ET*

*Below-ground swimming pool and extension to greenhouse.*

*Decision: Approved*

SDNP/14/06352/DCOND

*Aldworth House Tennysons Lane Lurgashall West Sussex GU27 3BJ*

*Discharge of conditions relating to SDNP/11/04896/DOMNP, conditions 3 and 4.*

*Decision: Refused*

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.*

*Decision: Refused*

SDNP/16/05609/LIS

*Gospel Green Cottage Petworth Road Lurgashall GU27 3BH*

*Retrospective application for replacement outbuilding to be used for ancillary domestic purposes.*

*Decision: Case withdrawn*

Dr Wilding updated the meeting on Courts Yard and 1, Quell Cottages. The applicant at Courts Yard now wants to put in smaller houses at the site rather than 2 x 5-bedroom houses. CDC is keen the settlement is kept rural not urban. 1, Quell Cottages is soon to be given the go ahead to continue works.

### 33/18 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Mr Cooper said he had spoken to John Simpson who would be quoting for digging out the ditches and clearing the culverts along Jobsons Lane. He reported the snow plough had not been used over the recent cold spell as WSCC Highways had not given the go ahead to implement the winter plans as there was not enough snow. Perhaps this is something that needs some discussion on for next year.

Mr Sharp said the triangle at the top of the green with the new fingerpost on it has been trashed with the cones surrounding it, squashed. WSCC Highways have stated no obstacles can be put around the triangle to protect it although it was agreed the cones have worked to date.

Clerk reported that Highways have looked at the condition of the road on the corner just past Whitewell House at Dial Green where the road is falling away and are looking into possibly installing some hazard marker posts. She was still waiting to hear on a quote from Gary Stemp for the bus shelter refurbishment.

*Mr Jowett left the meeting at 8.30pm*

### 34/18 VILLAGE HALL FREEHOLD

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

Mr Bonnett reported it had all got somewhat complicated. John Clark has been in conversation with the Charity Commission for some months now who had indicated if a suitable scheme could be set up then the freehold could be transferred to this body. They had now suggested that the only possible transfer would be if it were to an ecclesiastical charity. The Rector and the Churchwardens can stand as a charity but cannot hold land. A Charitable Incorporated Organisation (CIO) would need to be set up as this corporate body can hold land. There would be costs involved with the need to get solicitors involved who specialise in this type of Charity and Estate Law. The consensus felt it was essential to bring the freehold into the community albeit at a cost and to strike whilst the iron is hot.

The PCC need to agree and then apply to the Charity Commission to become a CIO. The Rector and Churchwardens could then potentially invite trustees from the community to join the CIO. If the Parish Council and the Village Hall Management Committee agree this as a way forward, then the Churchwardens could further investigate the possibility. Mr Hellett said to not lose sight of the original objective of extending the lease not owning the freehold.

The Parish Council agreed to support the transfer of the freehold from the Diocese to CIO. There was no objection to this approach and all concurred that if the freehold was in the village that this should be simpler and safer.

### 35/18 VILLAGE SHOP

This was discussed under item 29/18 Open Forum.

### 36/18 PLAYGROUND

Mr Cooper said there was no problem at the playground although a slat was off the gate again which he would fix.

### 37/18 ALLOTMENTS

Clerk reported that the grass at the allotments had been cut and the hedge trimmed. The invoices for 2018/19 would be going out shortly.

38/18 RIGHTS OF WAYS

Clerk had forwarded the recent email from WSCC with its annual update on the parish PRow matters. It details the routine maintenance and improvement works carried out over the past year with a list of paths which are planned for vegetation clearance this summer. Mr Sharp said the bridge on the footpath by the church was still broken. Clerk to inform WSCC.

39/18 L.R.A

Dr Tate said the only thing to report was the planning application for the proposed multi-surface court on the Jubilee Field which had been submitted, was now in the system and being consulted upon.

40/18 GENERAL DATA PROTECTION REGULATION

Clerk reported she was still waiting to hear final confirmation on who and who cannot be the Data Protection Officer. There will be a new data protection fee of £40 which comes into force for Parish Councils from 25<sup>th</sup> May 2018.

41/18 MOBILE SKIP

Clerk confirmed that WSCC do not provide their previous skip service even at a price. There appears to be no managed skip services available locally but she would keep looking for alternatives.

42/18 CORRESPONDENCE

Clerk spoke of one meeting being held over the next month or so:

All Parishes Meeting –30th April at 7pm at East Pallant House. Please let the Clerk know if you would like to attend so she may RSVP.

Clerk had received an email on the Velo South event which is a 100-mile cycle ride through West Sussex planned for Sunday 23<sup>rd</sup> September involving 15,000 participants. Clerk to email details to Councillors.

42/18 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

43/18 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Village Shop update

Mobile Skip update

Please let the Clerk know of any other items by Thursday 1<sup>st</sup> March 2018

24/18 DATE OF THE NEXT MEETING

The next meeting (AGM) is on Thursday 10<sup>th</sup> May 2018

**The Annual Parish Meeting is on Thursday 19<sup>th</sup> April at 7.30pm at the Village Hall**

There being no other business, the Chairman closed the meeting at 9pm.