

# LURGASHALL PARISH COUNCIL

## **DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD AT THE VILLAGE HALL ON THURSDAY 10<sup>TH</sup> SEPTEMBER 2020**

Councillors Present: Mrs Brett Burkhart, Mr R Cooper, Mr S Hellett, Mr N Jowett, Mrs J Landstrom, Mrs A Martin-Jenkins (Chairman), Dr A Tate and Mr P Wilding (also in attendance as a District Councillor)

In Attendance: Mrs H E Cruikshank (Clerk)

There were no members of the public in attendance.

The Chairman declared the meeting open at 7.30pm and welcomed Mrs Brett Burkhart to her first meeting as a Councillor. Members each gave a brief introduction of themselves.

### PARISH COUNCIL BUSINESS

#### 86/20 APOLOGIES FOR ABSENCE

Apologies were received from Mr Joseph Harden and County Councillor Janet Duncton.

#### 87/20 CODE OF CONDUCT

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

#### 88/20 MINUTES OF THE LAST MEETING

The minutes of the last Parish Council meeting held on Thursday 9<sup>th</sup> July 2020 were approved and signed by the Chairman as a true record.

#### 89/20 MATTERS ARISING

Mr Sean Hellett will be leaving the Parish Council as he is moving out of the Parish. The Chairman thanked him for all his hard work, not only as a Parish Councillor but through the many village organisations he has helped. Therefore there will be a vacancy on the Parish Council. The Clerk will post the notice onto the parish noticeboard. If no by-election is called by 10 electors within 14 working days then the Parish Council will be able to fill by co-option at its next meeting.

#### 90/20 COUNCILLORS REPORTS

District Councillor Peter Wilding reported on the following:

- **Novium Museum** reopened on 28<sup>th</sup> July and received 900 visitors in the first 2 weeks. The museum was one of just 18 organisations who have received an Art Fund Grant to develop virtual field trips for schools
- **Pallant House Gallery** also re-opened on 5<sup>th</sup> August. Visits have to be pre-booked.
- **The Grange** – Contracts have been exchanged on The Grange site in Midhurst for a new Care Home.
- **Co-vid Recovery Grants** – The Council has allocated £500,000 for Co-vid Recovery Grants. Businesses must employ between 1.5 - 30 employees in retail, hospitality, leisure, tourism, restaurants, hair and beauty and health and well-being to eligible. Applications opened on 20<sup>th</sup> August for a period of 4 weeks.
- **Housing** – B&B Update – There are 15 households in B& B, 14 Single people (7 previous Rough Sleepers) and 1 family with children. Accommodation was provided to 30 people who would have slept rough during Covid 19 Lockdown. One third of these people have now been established in more long

term accommodation. Freeland Close – The gas main has been rerouted and the council has now been out to tender and received several bids from contractors. These are currently being evaluated.

- **Leisure Facilities:** The Leisure Facilities opened on July 25<sup>th</sup> after being closed for 4 months and at the beginning of August the pool at Westgate Leisure Centre re-opened for lane swimming and swimming lessons. The gyms and group exercise classes have been in high demand. The Leisure Centre teams have been working closely with clubs and organisations to make it possible for them to return to the Centres.
- **East Pallant House:** Over the summer period a great deal of work has been done so that staff can return to the office for two-three days a week from September. It will also play an important role in the recovery of our high streets. The Reception remains closed to the public but face-to-face meetings can be arranged by appointment at East Pallant House.

Any queries of a District nature, please do not hesitate to contact Peter Wilding on [pwilding@chichester.gov.uk](mailto:pwilding@chichester.gov.uk)

In County Councillor Janet Dunton's absence, she sent through a written report as follows:

- I have mentioned before that we were aiming for a Gold in the Armed Forces Covenant, well, we've done it. There were 159 applicants and we were one of the 127 that achieved Gold Standard so we are very pleased with that.
- On the 18<sup>th</sup> September we are holding an extra full Council. Since the Covid 19 lockdown we have had one County Council but it was a shortened version if you like to make all Councillors aware of what was going on. The 18<sup>th</sup> will be a full Council in the normal way starting with Motions of which I am taking 3 and another to be referred to the Cabinet member. They are 'Support for Veterans with PTS. The Planning White Paper and unaccompanied child Asylum seekers. It will be a full meeting and I hope to be able to allow 2 hours for questions.
- South Downs National Park has had its quarterly meeting with West Sussex CC today and we will be working closely together over the coming months and years to work on climate change together. One of the things the Park is keen to get, is access to the Downs from the urban areas. We will help where we can and recently we have opened a cycle route from Findon to Chanctonbury which of course enables cyclists to get onto the Downs. At the moment people are reticent to use public Transport so of course they are using their own transport.
- Co-vid 19: 139 cases have been reported in the last 14 days mostly in the Crawley and Worthing areas with mid Sussex also getting some cases. Worthing has been traced to mainly one gathering of people but in Crawley and Mid Sussex it is mainly those returning from flights and then of course if they carry it others get it as well. Testing is having a hard time. They have the testing facilities but the labs are struggling to get the results out.
- John Coughlin, CEO of Hampshire CC who is our designated Commissioner to see us improve in our Children's Services. We had a workshop day with him for an update and although there is still a long way to go he is confident that we are heading in the right direction. I will report on this monthly.
- The other item of interest for all of us is the Planning white paper that we are all discussing. It's like the Curates egg. Good in parts. Of course what concerns all us is the huge amount of extra housing they are expecting the South East to provide and on Monday night your neighbouring MP and my MP in Petworth Andrew Griffiths managed to secure an adjournment debate. It started at 9pm and finished at 10pm and it was brilliant. If you can find a link to it it's worth a look. He made a wonderful speech and was joined afterwards by other SE MP's who supported him and said how it would affect them especially next to the Coast.
- In case I didn't mention it last time our libraries are all open with the appropriate protections in place. All the Schools are back and so far all is going pretty well. I am sure there will be some hiccups but all fine at the moment.
- Today I have been on a virtual Seminar organised by the High Sherriff on the theme of loneliness to find out if our residents need help but it's very difficult. That said there were 100 on this virtual meeting and

many voluntary organisations there to help. If you know of anyone in your community that needs a chat or anything please let me know and I will see what can be done.

Any issues of a County nature then please do not hesitate to contact Janet Duncton on [janet.duncton@westsussex.gov.uk](mailto:janet.duncton@westsussex.gov.uk) or 01798 342528.

#### 91/20 FINANCE

The Clerk had previously distributed Appendix 3a and b which included:

- a) A statement of the position of the Council's bank accounts as at 3<sup>rd</sup> September 2020 incorporating details of cheques which needed to be issued, and for which approval was sought.
- b) Budget Monitoring sheet as at 3<sup>rd</sup> September 2020,

The Council's current financial position at £18,211, bank account and budget monitoring sheet were noted. The members duly approved the payments for Mrs H E Cruikshank (Clerk's July & August 2020 Salary & Expenses) @ £791 and The Leconfield Estates (Allotment water) @ £160 plus budgeted annual donations as follows:.

Lurgashall PCC £500  
Lurgashall Village Hall £1,000  
Lurgashall Recreation Association £500  
Lurgashall Cricket Club £560  
Northchapel Primary School £1,000  
Lurgashall Village Shop £5,000

#### 92/20 PLANNING

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

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

##### SDNP/20/0274/HOUS

Windfallwood Cottage, Jobsons Lane, Lurgashall GU27 3BX  
Erection of a two storey side and single storey side/rear extension

##### SDNP/20/02972/HOUS

1 Quell Cottage, Quell Lane, Lurgashall GU27 3BW  
Construction of new access with parking and turning area

##### SDNP/20/03130/HOUS and SDNP/20/03131/LIS

Hillgrove House, Hillgrove, Lurgashall GU28 9EW  
Single storey rear extension and internal alterations

##### SDNP/20/01511/HOUS

Owlswood, Tennysons Lane, Lurgashall GU27 3AF  
Proposed demolition of existing detached residential annexe and construction of replacement

##### SDNP/20/03209/TPO

Boundary Cottage, High Hamstead Lane Lurgashall GU28 9ET  
Crown reduce by up to 3.5m to suitable growth points on 1 no Oak tree subject to TPO

##### SDNP/20/03281/HOUS

Sybs Farm Jobsons Lane Windfall Wood Common Lurgashall GU27 3BX  
Replacement garage with ancillary accommodation

SDNP/20/03508/FUL

Lurgashall Recreation Ground, (Jubilee Field), Blind Lane, Lurgashall GU28 9ET  
2 no. storage containers

SDNP/20/02792/FUL

Land West of Becketts Cottage, Highstead Lane, Lurgashall  
Retrospective erection of storage building and new hardstanding area including field gate

SDNP/20/03282/HOUS

Little Brockhurst Farm, Dial Green, Lurgashall GU28 9HA  
To change the location of a proposed 2 bay garage to enable a reduction in driveway area

SDNP/20/01277/HOUS and SDNP/20/0278/LIS

Barfold Farm, Tennysons Lane, Lurgashall GU27 3BN  
Replacement extension on East elevation, internal and external alterations and associated landscaping

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/20/02010/HOUS

Sybs Farm Jobsons Lane Windfall Wood Common Lurgashall GU27 3BX  
Alterations to garden store to form summer house.  
Decision: Approved

SDNP/20/01974/HOUS

The Quell Lane Lurgashall GU27 3BW  
Demolition of existing garage at The Quell and construction of a new garage building and area of hardstanding including space for internal & external parking, storage room, provision for electric charging points and photovoltaics on the new flat roof.  
Decision: Approved

SDNP/20/01754/LIS

1 Quell Cottage, Quell Lane, Lurgashall GU27 3BW  
Amendments to an existing approval under ref SDNP/17/00020/LIS to include the realignment to the wall to the first floor bathroom, realignment of the steel portal frame at first floor, insertion of york stone paving to hearth at ground floor, insertion of limecrete floor to the outshut, to include lifting, recording and reinstatement of the existing brick pavements.  
Decision: Approved

SDNP/20/01085/DCOND and SDNP/20/01086/DCOND

Aldworth Farm Jobsons Lane Lurgashall West Sussex GU27 3BY  
Discharge of condition 3, 7, 8, 9, 10, 11, 12, 13, and 14 from planning permission SDNP/16/03557/LIS and SDNP/16/03556/HOUS  
Decision: Approved

SDNP/20/01658/FUL

Old Hearne Farm Jays Lane Lurgashall Haslemere West Sussex GU27 3BL  
Ground mounted solar array for use with adjacent dwelling.  
Decision: Refused

SDNP/20/02302/LIS

Sybs Farm Jobsons Lane Windfall Wood Common Lurgashall GU27 3BX

Remove modern internal partitions to bedroom 1, remove modern internal partitions and first floor bathroom to form bedroom 3, replace modern staircases, undertake alterations to bathroom 1 and replace the current electric under floor heating with new under floor heating system.

Decision: Approved

#### 93/20 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Mr Cooper reported that no sooner do WSCC Highways fill up the potholes at the edge of Greengates, than the CDC road sweeper comes round and rips it all out leaving a foot of tarmac missing. Clerk to highlight this to County Councillor Duncton. He added the mower is now sorted and the Village Green is green again!

It was agreed to get the hedge around the pond cut by the contractors. Mrs Martin-Jenkins to action. Clerk to chase progress on the replacement of the crushed bollards on the triangle.

#### 94/20 RURAL AFFORDABLE HOUSING/COMMUNITY LAND TRUST (CLT)

Mr Hellett said as he was leaving the parish, someone would need to take this on. Progress had been delayed due to Co-vid but other parishes seem willing to be involved. A group of individuals are required to get the project up and running.

#### 95/20 CLIMATE CHANGE

Mr Hellett said there was nothing further to report due to Co-vid.

#### 96/20 VILLAGE SHOP COMMUNITY ASSET

Mr Wilding reported that the Parish Council's nomination of the Village Shop as an asset of Community Value has been successful. It will remain on Chichester District Council's register of Community Assets for 5 years. Mrs Martin Jenkins said the Village Shop did a brilliant job during lockdown. Mr Jowett stated more volunteers are required.

#### 97/20 PLAYGROUND

The Parish Council agreed to re-open the playground with the Co-vid risk assessment having been carried out and appropriate signage and guidance put up on the playground gate.

#### 98/20 ALLOTMENTS

Mrs Landstrom reported that the allotments were full with one person on a waiting list. All rents had been paid @ £500. Rents may increase next year. The new gate had been installed and all looks good. It was agreed to lay the hedge on the right hand side this winter and spend next year's budget early.

#### 99/20 RIGHTS OF WAYS

Clerk to enquire when the next inspection will take place in Lurgashall as it is desperately needed.

#### 100/20 L.R.A

Dr Tate reported that the L.R.A's AGM is planned for 24<sup>th</sup> September. The planning application for the 2 x storage containers for the Fete will be discussed at the planning meeting after this meeting.

#### 101/20 NEWSLETTER

Liz Stedall had written to say that the copies of the newsletter in the shop have disappeared very quickly both this month and last month and she is considering increasing the print run for October. She is hoping to fund an increase of 25 copies and asks whether the Parish Council would consider charging for copies for non-residents @ £1 per copy. All agreed this a good idea.

#### 102/20 MOBILE SKIP

The Mobile Skip is returning to the Village Hall car park on Saturday 26<sup>th</sup> September 10am-midday.

103/20 LURGASHALL LINK

Mrs Landstrom reported the advert for Lurgashall Link was still in the newsletter. She would compose an update for parishioners. There had been a total of 8 requests for help with prescriptions, food shopping and dog walking plus calls for reassurance that there is someone there to help. There are now 94 Facebook members. It was agreed to keep the two-page advert in the newsletter for now but when space was required, the advert will be re-formatted to one page.

104/20 CORRESPONDENCE

The Clerk reported on the forthcoming meeting:

- All Parishes Meeting is now due to be held virtually on Wednesday 16<sup>th</sup> September 2020 at 5.30pm

In Mr Harden's absence, the Clerk reported that the Tandem service is re-starting its medical appointment service from 14<sup>th</sup> September. The new telephone number is 0300 030 3962. Mr Harden will be distributing leaflets and Liz Stedall is adding the information to the newsletter.

The Clerk reported that there is a plethora of SSALC online training for those Councillors who may wish to attend. [http://www.sussexalc.org.uk/EventsTraining\\_19251.aspx](http://www.sussexalc.org.uk/EventsTraining_19251.aspx)

Dr Tate had attended the APCAG zoom meeting (AGM).

105/20 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

The Clerk stated there are new accessibility regulations coming into play from 23<sup>rd</sup> September for websites. All PC's must be compliant. We need to ensure reasonable adjustments are made to websites so they are accessible for people with various disabilities including impaired vision/motor difficulties/cognitive impairments or learning difficulties and deafness/hearing difficulties.

Dr Tate had kindly done work to the website to ensure it was compliant.

106/20 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 5th November 2020

107/20 DATE OF THE NEXT MEETING

The next meeting is on Thursday 12<sup>th</sup> November 2020 at 7.30pm

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