

LURGASHALL PARISH COUNCIL

DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD VIRTUALLY ON THURSDAY 14TH JANUARY 2021 AT 7.30PM

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

In Attendance: County Councillor Janet Duncton
Mrs H E Cruikshank (Clerk)

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

There were no members of the public in attendance.

PARISH COUNCIL BUSINESS

1/21 APOLOGIES FOR ABSENCE

There were no apologies.

2/21 CODE OF CONDUCT

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

3/21 CO-OPTION OF COUNCILLOR

There was no co-option. The Chairman stated that Mr Harden is resigning after this meeting as he is moving out of the parish therefore there would be two vacancies. The Clerk to submit an article into the Parish Newsletter explaining the role to parishioners to try and encourage those who may wish to join the Parish Council. The Chairman thanked Mr Harden for all his hard work over his many years on the Parish Council and wished him and his wife all the best in their new life.

4/21 MINUTES OF THE LAST MEETING

The minutes of the last Parish Council meeting held on Thursday 12th November 2020 were approved and signed by the Chairman as a true record.

5/21 MATTERS ARISING

There were no matters arising which were not on the agenda this evening.

6/21 COUNCILLORS REPORTS

County Councillor Janet Duncton reported on the following:

- There is no intention to close any of the Household Waste and Recycling sites. Final decision at full Council on the 12th February. Open Cabinet on 22nd January.
- Children's Services which as you all know have been told, nearly 2 years ago now, that they needed improvement and if it didn't improve the Government department would be looking to put it into a Trust. We have an excellent Commissioner John Caughlin who is also Chief Executive of Hampshire County Council. He pulls no punches and says it as it is. He has advised the department that West Sussex Children's Services has made such good progress that they should not look at putting it into a Trust but of course will look at how we are doing in another 12 months. We will get there.

- Likewise we have a pretty good Fire and Rescue Service but when Her Majesty's Inspectors came they found that some improvements were needed. This was more in the line of our Community safety work which was getting behind. Government set up a special committee to make sure improvements were made, this was chaired by an MP and included the Chairman of the Fire and Safety committee on the LGA. They are now completely satisfied that all issues have been dealt with and this committee has disbanded.
- I think I said that we were have a members Workshop on the budget on the 14th. We held this workshop on line of course and every Cabinet member gave an explanation on their Portfolios and where savings could be made and what was no long being considered (HWRS among the 5 no longer considered). If anyone wants to watch the Cabinet on the web it's at 10am on the 22nd January.
- The Hubs dealing with Covid issues and other things are still operating for those in the community who need help.
- If anyone wants to contact me it's janet.dunton@westsussex.gov.uk or my mobile is 07979152898

Mrs Dunton left the meeting at 7.40pm

District Councillor Peter Wilding reported that Chichester District Council (CDC) is working on its Covid recovery plan, trying to recover the losses from car parks and business rates. CDC appears to have ridden out the Covid storm without any major cuts. It is currently not filling any vacancies and is looking at a 5 year period of savings. CDC is due to set next year's budget but is awaiting confirmation from the Government for its support packages to compensate for Covid losses. The next cabinet meeting due to be held on 2nd February has now been delayed until 16th February.

Any queries of a District nature, please do not hesitate to contact Peter Wilding on pwilding@chichester.gov.uk

7/21 FINANCE

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

- a) A statement of the position of the Council's bank accounts as at 8th January 2021.
- b) Budget monitoring sheet as at 8th January 2021.

The Council's current financial position at £26,826, bank account and budget monitoring sheet were noted.

The members duly approved the payments for Mrs Helen Cruikshank (Clerk's Nov & Dec Salary plus expenses) @ £767 and The Leconfield Estates (Allotment water) @ £94. A cheque previously authorised and sent to Allan Marsh for allotment expenses (tap and pipe works) @ £384 had been lost in the post so a replacement is required.

Mrs Landstrom proposed getting internet banking for the Parish Council. Two internal authorisations for every payment will still be required with one to sign. The Clerk will need to be added as a signatory in order to access the account online. Members agreed this seemed a sensible suggestion and gave their approval. The Clerk to action.

8/21 BUDGET AND PRECEPT 2021/22

Mr Jowett presented the draft budget for the coming year 2021/22 as part of the report of a Finance & General Purposes meeting which was held on Wednesday 9th December 2020. All PC members had previously been sent this report as Appendix 3.

Mr Jowett reported Lurgashall Village Shop had submitted a request for continued financial support with an increase in 2021/22 to £7,500 from £5,000. The treasurer of the Village Shop Committee had been in attendance at the meeting and given a full and thorough presentation of the application including a detailed letter, accounts

and 5 year forward plan. It was agreed that the Parish Council should continue to support the Shop as it has done so since its commencement and agreed to increase its donation to £6,500 for 2021/22. The Finance Committee recommended to increase the precept by £1,000 in 2021/22 to £25,000. This equates to an extra 5p per week for a band D household.

The budget figures for 2021/22 were approved unanimously. It was agreed to set the precept at £25,000. Clerk to inform CDC of the decision.

9/21 RISK ASSESSMENT

The Clerk presented the report of the Finance and General Purposes Committee dated 9th December 2020 which members had previously been sent as Appendix 4. There were no amendments. Members approved the report.

10/21 PLANNING

The Clerk had previously distributed Appendix 6. Mr Wilding commented upon the following applications;

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

No planning applications have been discussed since the last meeting.

Planning applications to be discussed after the meeting tonight:

SDNP/20/05537/HOUS

Bishops Holt 163 High Hamstead Lane Lurgashall GU28 9ET
Replacement of existing garage to the north of dwelling.

SDNP/20/05214/FUL

Sybs Farm Jobsons Lane Windfall Wood Common Lurgashall Haslemere West Sussex GU27 3BX
Installation of underground array of pipes and manifold for ground source heat pump.

SDNP/20/04985/FUL

Location: Boxalland Farm Petworth Road Lurgashall Haslemere West Sussex GU27 3BH
Change of use from agricultural office to residential accommodation.

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/20/04713/APNR

Jays Farm Jays Lane Lurgashall GU27 3BL
Resurfacing of 850m of woodland track to link all areas to the wood store.
Decision: Raise no objection

SDNP/20/03508/FUL

Lurgashall Recreation Ground (The Jubilee Field) Blind Lane Lurgashall West Sussex GU28 9ET
2 no. storage containers.
Decision: Approved

SDNP/20/03281/HOUS

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

SDNP/20/02764/HOUS

Windfallwood Cottage Jobsons Lane Windfall Wood Common Lurgashall GU27 3BX

Erection of two storey side and single storey side/rear extension.

Decision: Approved

SDNP/20/01893/HOUS

Whitewell House Dial Green Lane Lurgashall GU28 9HA

First floor side extension.

Decision: Approved

SDNP/20/02802/HOUS

The Chestnuts Dial Green Lane Lurgashall GU28 9HA

Single storey front extension.

Decision: Approved

SDNP/20/05060/PRE

Castle Copse Fernden Lane Lurgashall West Sussex GU27 3BS

Demolition of existing structures and erection of replacement dwelling. |

Pre-application advice provided

Mr Wilding said that the Fete Committee had thanked the Parish Council for their support with its planning application, He added that CDC Enforcement has served a temporary stop notice on the works going ahead in the field, North of Blind Lane.

11/21 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Mr Cooper reported there had been a few problems with vehicles driving on the edge of the green so a roller will be needed on it at some point in the spring as there are deep marks in places. He said he would speak to Mr Simpson about getting the parish culverts cleared out.

12/21 PLAYGROUND

Mr Cooper said there was nothing to report. The playground is not currently being used that much. He would organise the painting of the equipment in April/May time.

13/21 ALLOTMENTS

Mrs Landstrom reported that the allotments are still full with one person on the waiting list. She said the pipework has been carried out so it is now easy to turn off the water to the whole allotment and all the stand pipes have been insulated. It is hoped to grass seed and plant a few small fruit trees in the spring at the back of the shop. She proposed that the allotment annual rents be increased for the forthcoming season to £15 per half plot (currently £11) and £28 per full plot (currently £22). Members agreed this as a justified increase due to the improvements made over the past year or so.

14/21 RIGHTS OF WAYS

The Clerk to report the state of the stile past Keets again to the WSCC Ranger and ask for an update on the inspection and works to be carried out following this. Mr Jowett suggested that the Parish Council should consider taking on responsibility for some of the maintenance. Mrs Martin-Jenkins said it was the landowner's responsibility and any slack should be taken up by WSCC and the Parish Council would be ill-advised to get involved due to Health and Safety. Most local landowners have been pro-active.

The Clerk had received an email regarding potential loss of rights of way in the parish. She would submit an article into the Parish Newsletter. If anyone knows of any existing paths which are not officially a PROW they need to contact the Ramblers central office. They have published a map of the paths at <https://dontloseyourway.ramblers.org.uk/>. If you are unable to access the internet and can remember any old

paths which you used as child or remember relatives telling you about (which are not rights of way today) then please do contact Dr Andy Tate by phone who will be happy to hear from you – 01428 707588.

15/21 L.R.A

Dr Tate reported nothing much has happened. The planning application for the Fete's storage containers had been approved with a temporary condition until November 2025.

16/21 LURGASHALL LINK

Mrs Landstrom reported that since its launch in March 2020, Lurgashall Link now has 32 volunteers and has responded to 14 requests for help (mainly transport to and from medical appointments but also prescription collection and food delivery to someone with Covid). There are 111 members on the Lurgashall Link Facebook group which is actively posted on.

17/21 CORRESPONDENCE

The Clerk reported on one forthcoming meeting:

- All Parishes Meeting on Monday 8th February 2021 at 7pm virtually

The Clerk had forwarded on December's Police report from PCSO Neil Billingham to all members as follows:

Firstly, I would like to wish everyone a Happy New Year. I hope you all had a Merry and safe Christmas. I was going to discuss various Policing matters this month, but with the announcement last night (Monday 04/01/2021) and the move to Tier 5 Lockdown, I feel the need to reiterate to everyone the message to **STAY HOME!** The current Sussex Police policy is to follow the four E's. Engage, Explain, Encourage, Enforce. This means when dealing with any potential breach of Covid guidelines or regulations, we will talk to people (Engage), make it very clear why they should be complying (Explain) and sending them home (Encourage). Only with repeated or very extreme situations will we be looking to issue fines, but if they are needed, they will be issued (Enforce).

Incidents of Note.

As with many other areas, we have had numerous Covid breach calls, generally dealt with as above. PCSO Activity over the next month.

We are still waiting for a Management decision on the long term plan for the Officer for the area. For the time being, I will be staying in Chichester and continuing to cover the beat with Jess.

I will update as soon as we have any further information.

DON'T LET THEM MAKE YOU A VICTIM OF CRIME. IF YOU SEE IT, REPORT IT on 101!

NEIL BILLINGHAM

Police Community Support Officer

Arun and Chichester Neighbourhood Policing Team | Chichester Police Station | Kingsham Road | Chichester | West Sussex | PO19 8AD

18/21 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

19/21 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 4th March 2021

20/21 DATE OF THE NEXT MEETING

The next meeting is on Thursday 11th March 2021 at 7.30pm

There being no other business, the Chairman closed the meeting at 8.50pm.