LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL ON THURSDAY 9TH JANUARY 2025 AT 7.30PM

Councillors Present: Mrs Jane Landstrom, Mr Andrew Loughan, Mrs Anthea Martin-Jenkins (Chairman), Mr Neil Jowett, Dr Andrew Tate and Mr Peter Wilding

In Attendance: County Councillor Janet Duncton
District Councillor Eleanora Newbery
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

1/25 APOLOGIES FOR ABSENCE
Apologies were received from Parish Councillors Brett Burkhart and Adrian Stainton.

2/25 CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the Code of Conduct.

3/25 CO-OPTION OF COUNCLLOR
Tony Macaulay was co-opted as a Parish Councillor. The Clerk to email him all the necessary documentation.

4/25 MINUTES OF THE LAST MEETING
The minutes of the Parish Council meeting held on Thursday 14th November 2024 were approved and signed by the Chairman as a true record.

5/25 MATTERS ARISING
There were no matters arising.

6/25 COUNCILLORS REPORTS
County Councillor Janet Duncton reported on the following:

- First of all, a Happy and good 2025 to you all. This first report for 2025 is full of don't knows and uncertainties as you will all know from the reports you have read on the Governments devolution plans. Nothing I can tell you is as yet set in stone so I will just give you brief outlines on what I know so far and say the situation changes almost daily so it means keeping your eyes on Press reports etc and apologies in advance if things I say don't come to fruition or turn out to be different. It's hard to keep up at this point in time. What I know so far in broad terms is that the Government is bringing in devolution and Councils need to put forward their plans for what type of Strategic or Unitary Governance they want. The County Cabinet is meeting on the 9th January because they have to make their submission by the 10th. As you can tell with the Christmas period etc it doesn't allow much time and I can only tell you that there have been quite a lot of on-line chats over the previous few weeks. If you are interested the Cabinet meeting on the 9th is webcast so you can look in. The agenda will contain 3 items and in brief to ask the Government to join its priority programme for devolution and consider a mayoral combined authority for Sussex. To

discuss preparing to develop plans for Unitary councils across Sussex if invited to do so and to invite Government to postpone County Council elections in May 2025 so that proposals can be worked up. The Government can only delay elections by one year legally and if it happens, they need to delay for 2 years so I think they will need new legislation. However, it's watch this space and please don't hold me to account if things change. I can only report what I know so far. It looks like all change though.

- The West Sussex Fire and Rescue Service is now open for applications for full time applicants to this Service. If you know of any who are interested apply now.
- Obviously as you are all aware it's difficult over the Christmas period but everything has to be kept going. You can imagine with all the wet weather how difficult a time it is for Highways in particular. Saturated land means more likelihood for trees to fall and drains to block cause flooding and I know several roads that have had to close if only for short periods because of the danger of flooded roads. Be careful if you're out and about. When we get the ice, the gritters are ready and acting as necessary. They have been out several times already.
- The new Chief Executive at South Downs National Park has hit the ground running and although he knows quite a lot of the area, he has 100 miles to get to know a lot more and importantly getting to know all the departments and staff that work for us. I have every confidence that he will succeed with this heavy workload and soon come up with his ideas for us all to consider. Along with everyone else we are not expecting more Government money so thank goodness the South Downs National Park Trust which I sit on is able to obtain funds to carry on with environmental work in the South Downs.
- One of the smaller items at the moment is a fund to help communities with litter picking. Individuals can apply for funds for equipment as can Parish and Town Councils. If a Council applies the amount is more than if an individual applies.

Please let me know if there are some issues you want me to investigate and as ever you can contact me via janet.duncton@westsussex.gov.uk or my mobile 07979152898.

Janet Duncton left the meeting at 7.35pm

District Councillor Ellie Newbery reported on the following:

Firstly, Happy New Year! I hope that you all had a wonderful break.

Government plans for devolution and local government reorganisation
The Council are considering the government plans and hopefully we can update you soon about its response.

Corporate priorities
Did you know the Council has five key corporate priorities:
• to help all residents to have access to decent homes, by making sure that there are affordable and sustainable homes for people of all ages.
• to have a thriving economy, by encouraging business investment and growth within the district.
• to support our residents to live healthy and fulfilled lives.
• to manage our finances well.
• to protect our environment and reduce the amount of carbon dioxide we release into the district.
The corporate plan has been refreshed for the year ahead and this will be considered by Cabinet in January. If they are happy, they will then recommend a series of projects to Full Council to consider.

Household food waste collections
The Council is busy preparing for the introduction of household food waste collections. This change has meant that it has become necessary to consider the accommodation requirements of the Chichester Contract Services

site and so one of the large-scale projects proposed is to develop short and long-term options for the land it will require moving forward.
In terms of medium-scale projects, the Council is proposing to purchase an additional trade food waste collection vehicle. This will support the continued expansion of our business food waste service, especially with recent government waste reforms which mean that all food producing businesses must have a separate food waste collection in place by March 2025.

Wellbeing
The Council has a dedicated team of Wellbeing Advisors who offer a free, friendly and confidential service to help with matters such as eating well, losing weight, reducing alcohol intake; being more active; and reducing stress.
If you're trying to stop smoking, the team's trained advisors can offer free Nicotine Replacement Therapy, saving you money as part of a free package of one-to-one support. The team's new weight management course will also start mid-January and is free to join, offering advice on making long term sustainable changes. Find out more at: https://chichesterwellbeing.org.uk
In partnership with Everyone Active, they offer a range of activities such as walking groups; a beginners' running club; walking netball, cricket and football. Look out for more information on our new beginner exercise classes starting in February — these confidence building courses will be for those who currently do less than 150 minutes of exercise a week. The volunteer-led 'Heartsmart' walks continue.
If you're experiencing non-medical issues that may be adversely impacting your wellbeing, it's worth getting in touch with one of the Council's friendly Social Prescribers. Those accessing the service can either be referred by their GP or through our self-referral form: www.chichester.gov.uk/socialprescribing
Around 70% of people who visit their GP have an underlying issue which isn't necessarily medical. Someone could feel isolated or lonely; might not be managing a chronic condition well; or might be having problems sleeping due to issues such as debt. Many of these things will impact on a person's physical and mental health and manifest themselves into medical symptoms. The Council's Social Prescribers spend time with clients, working with them to get to the root cause and helping them to find long-term solutions.
The Council also offer a similar service for young people aged 13 to 25. This was introduced following the pandemic, which had a huge impact on many young people. The service can assist those who lack confidence; are lonely or isolated; or want to have a greater sense of connection to their community and friends. The social prescriber will develop a plan with the young person to help connect them with activities, events and organisations that will help them to feel better.

Finally, I wanted to remind you about our 'Supporting You' team. They offer a range of assistance, from help with paying bills to help with housing — if you're struggling with the cost of living, please find out more about how they can support you by visiting: www.chichester.gov.uk/supportingyou

Contacting your District Councillors
Brett can be contacted on email bburkhart@chichester.gov.uk or telephone 07876594168
Ellie can be contacted on email enewbery@chichester.gov.uk or telephone 01428 656 941 or in person on Tuesday 21 January 10am- 11.30am at the Fernhurst Hub

Ellie Newbery left the meeting at 7.40pm

7/25 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 3rd January 2025 incorporating details of payments which needed to be made, and for which approval was sought.
b) Budget Monitoring sheet as at 3rd January 2025

The Parish Council had queried a rather large water bill with The Leconfield Estates back in July due to a leak from a trough in a nearby field which feeds into the allotment meter. The Estate has recently offered a solution as follows: Lurgashall Parish Council to take on the account with Southern Water, otherwise the Estate is unnecessarily acting as the middle man. As for the outstanding water bill (£696.44), the Estate suggested a fair split between the Estate and the PC with the PC contributing 70% to the cost of the bill. Therefore, the total contribution from the PC comes to £487.51, and the Estate will cover the remaining £208.93.

Members agreed to pay the £487.51 and to take on the account with Southern Water directly but suggested the current old metal piping is replaced with blue plastic piping which would then give both the PC and The Estate an assurance that there are no other connections to the existing water meter. Another possibility would be to consider simply putting a new water meter directly on the stopcock in the allotments and carry on as we are with the current billing system. The Clerk to look into allotment rents increasing for the forthcoming season 2025/26 to ensure that all costs are covered.

Two payments were approved: Mrs Helen Cruikshank (Clerk's November and December Salary plus expenses) @ £1,031 and The Leconfield Estates (Allotment Water 2024/25) @ £488. The Clerk to contact Jonathan Wright to ascertain whether any monies are owed to him for parish verge cutting.

The Council's current financial position at £42,014, bank account and budget monitoring sheet were noted.

8/25 BUDGET AND PRECEPT 2025/26

Mr Jowett presented the draft budget for the coming year 2025/26 as part of the report of a Finance & General Purposes meeting which was held on Thursday 28th November 2024. All members had previously been sent this report as Appendix 4.

Mr Jowett stated that the proposed 2025/26 figures included the continued maintenance of the village green, playground and the three visits of the mobile skip for residents. The proposed budget figures see no increase in the precept.

The impact of the cut in the Winter Fuel payments by the current Government was mentioned. Any residents who may be struggling this winter, please do contact the Clerk as there is help available via St Laurence's Hardship Fund.

The budget figures for 2025/26 were approved unanimously. It was agreed the precept remains at £25,000. The Clerk to inform CDC of the decision.

9/25 RISK ASSESSMENT

Mr Jowett presented the Risk Assessment report of the Finance and General Purposes Committee dated 28th November 2024 which members had previously been sent as Appendix 5. It was agreed there were no amendments required this year.

10/25 PLANNING

The Clerk had previously distributed Appendix 6. Mrs Martin-Jenkins reported on the following:

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/24/04628/HOUS
Hazards, High Hamstead Lane, Lurgashall GU28 9ET
Replacement of windows in residential annex

SDNP/24/04829/TCA

Walnut Tree Cottage, High Hamstead Lane, Lurgashall GU28 9ET
Notification of intention reduce height by up to 6m on 1 no. Walnut tree. Crown reduce by up to 1m a no. Magnolia tree

SDNP/24/04976/HOUS and SDNP/24/04977/LIS
Wheelwrights, Hillgrove Lane, Lurgashall GU28 9EW
Single storey rear extension to replace existing conservatory

SDNP/24/05070/LIS
Aldworth Lodge, Tennysons Lane, Lurgashall GU27 3BJ
Repairs and replacement of ground floor flooring

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/24/01667/HOUS
23 Greengates, Lurgashall GU28 9ES
Change of loft space to habitable accommodation with rear dormer, internal and external alteration
Application withdrawn

SDNP/24/03808/LIS
Wheelwrights, Hillgrove Lane, Lurgashall GU28 9EW
Partial replacement of roof tiles, replacement of existing plastic guttering with metal and repair two chimneys
Decision: Approved

SDNP/24/02812/HOUS and SDNP/24/02813/LIS
Green Cottage High Hamstead Lane Lurgashall West Sussex GU28 9ET
Repairs and renovations to facade, roof and chimneys. Replacement of roof-light, pipework and rainwater goods, rear single-storey lean-to roof, external enclosure and garage doors. Refurbishment of rear patio. Existing 2 no. windows to be stripped out within rear dining room area, with one sill to be lowered and patio doors installed and one window to be enlarged for a new timber-framed window seat. Interior reconfiguration works
Decision: Approved

The Clerk to chase CDC Enforcement regarding the gates at Abesters.

11/25 HIGHWAYS INCLUDING WINTER MANAGEMENT
The Clerk to report the flooding on the highway by Little Brockhurst once again. She had already reported the blocked culvert at Hazards. Good news that there is now a webcam at The Three Horseshoes which shows the bridge to enable parishioners to check the water level. Lickfold Stream – Three Horseshoes

12/25 VILLAGE GREEN
Mr Loughan questioned who is responsible for the white posts around the Green as at times of the year, they look a mess. It was agreed between the Cricket Club, L.R.A and the Parish Council to keep an eye on these.

Concern was raised with regard the number of cars parked continuously on the parking area at the bottom of the Village Green. The Clerk to contact a local resident who is monitoring the situation for an update.

13/25 PLAYGROUND
Mr Loughan is due to place an order with Online Playground Spares and will be carrying out the repairs before the Spring.

14/25 ALLOTMENTS

Mrs Landstrom said there is nothing much further to add from that discussed under Finance item 8/25, only that there is a new allotment tenant from the village.

15/25 RIGHTS OF WAYS

Mrs Martin-Jenkins stated she had reported a lot of damaged trees and branches on local footpaths. The Clerk to report an issue with a wired shut gate on a footpath at Glasshouse Place/Piece to the owners of Lower Roundhurst Farm. The Clerk to report and chase the state of the footpaths at Coochway Ground again.

16/25 L.R.A

Dr Tate reported there will be a L.R.A fundraising Quiz on Friday 20th March and the SDNP hedge laying will be carried out at the end of January. Details will be going in the Parish newsletter.

17/25 CORRESPONDENCE

The Clerk said there were some meetings coming up over the next few weeks or so and she had sent round an email about various Councillor training sessions for those interested.

CDALC meeting - Tuesday 14th January at 7pm via Zoom. Dr Tate to attend
SDNP planning policy meeting – Wednesday 22nd January 4-6pm at the South Downs Manorial Hall in Midhurst. The Clerk to attend this. Mr Wilding stated he would like to see SDNPA consulting parishes more especially with regard to planning and forestry (felling licences).
WSALC Chair Forum – Thurs 23rd January at 7pm via Zoom
All Parishes Meeting – Monday 3rd February via Zoom at 5pm

Please let the Clerk know if you would like to attend any of these so she may RSVP

18/25 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

It was agreed that the Mobile Skip should return to the Village Hall Car Park. Confirmed date – Saturday 1st March 10am-midday

The next Community Tidy up/Litter collection is on Saturday 8th March. Meet at the Village Hall at 10am for equipment. The Clerk to organise CDC to collect rubbish bags on the Monday.

19/25 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 6th March

20/25 DATE OF THE NEXT MEETING

The next meeting is on Thursday 13th March 2025 at 7.30pm

There being no other business, the Chairman closed the meeting at 8.30pm