LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL ON THURSDAY 10TH JULY 2025 AT 7.30PM

Councillors Present: Mrs Brett Burkhart (also in attendance as District Councillor), Mr Tony Macaulay, Mrs Anthea Martin-Jenkins (Chairman), Mr Adrian Stainton, Dr Andrew Tate and Mr Peter Wilding

In Attendance: 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.

Public Question time
There were no questions.

PARISH COUNCIL BUSINESS

57/25 APOLOGIES FOR ABSENCE
Apologies were received from Parish Councillors Neil Jowett, Andrew Loughan and Jane Landstrom plus District Councillor Ellie Newbery.

58/25 CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the Code of Conduct.

59/25 MINUTES OF THE LAST MEETING
The minutes of the Annual Parish Council meeting held on Thursday 8th May 2025 were approved and signed by the Chairman as a true record.

60/25 MATTERS ARISING
There were no matters arising.

61/25 COUNCILLORS REPORTS
District Councillor Brett Burkhart gave an update on SDNP/25/00168/OPDEV. Mrs Martin-Jenkins thanked Brett for her continued support with this.
Further official update since the meeting:
On the 14th July 2025, a hearing was held at the High Court concerning the injunction issued by this Authority in response to unauthorised works at Blind Lane, Lurgashall. At the hearing Chichester District Council sought to secure a full injunction requiring the use of the land as a gypsy and traveller site to cease, for all operational development to be removed and for the land to be restored to its former condition as agricultural land. The judge decided to adjourn the case until 9th September 2025, when the court will consider whether to grant a full injunction. The interim injunction will remain in force until 9th September, and therefore it is still the case that no further caravans, vehicles, etc., should be brought onto the land. Further to this, the below is the link to the Interim order:
http://chichester.gov.uk/view-planning-enforcement-cases

If further breaches arise, please visit the following link to compete the online "report a breach" form: https://www.chichester.gov.uk/planning-enforcement
To support local residents, the council has updated the set of frequently asked questions here: www.chichester.gov.uk/article/39856/Frequently-Asked-Questions-unauthorised-engineering-works-at-a-site-near-Lurgashall

Petworth Men's Health Fair

Chichester District Council is hosting a free Men's Health Fair in Petworth on Tuesday 15 July, from 10am to 2pm at Petworth Park Sports. This community event is all about supporting men's health and wellbeing in a friendly, informal setting. Come along and have your blood pressure checked with Chichester Wellbeing, and chat to our Social Prescribing and Choose Work teams, as well as representatives from Everyone Active and West Sussex County Council's Prevention Assessment team. You'll also be able to learn about weight management, healthy eating, and cutting down on alcohol; discover ways to get more active and quit smoking; and enjoy some free refreshments while you're there! We know that men are often less likely to seek help when it comes to their health, and so providing this opportunity for men in our communities to access free checks and expert advice in a relaxed and welcoming environment is an important opportunity.

Weekly Food Waste Collections to start in Spring 2026

To help residents to prepare, CDC are encouraging everyone to download their free Chichester District App from either the Apple or Google Play store and turn on notifications. This is the best way to receive regular, tailored updates about your bin collections. By turning on notifications, you can get reminders and updates specific to your collection schedule and stay up to date with information on the new service rollout. People can find out more about the app at: www.chichester.gov.uk/chichesterdcapp This will keep you well-informed of our progress and provide more details as we approach the launch of the new service.

Chichester Local Plan 2021-2039

The final consultation for the is underway and it is hoped that the plan will be passed by the inspector this summer. CDC has a website at https://www.chichester.gov.uk/localplanexamination charting the progress of the examination of the Plan.

Digital Marketing for Midhurst

Chichester District Council is continuing its support for local businesses in Midhurst with the launch of a new digital marketing campaign. The campaign aims to promote Midhurst as a vibrant destination for shopping, dining, and leisure, and to encourage both residents and visitors to shop locally.
This additional support follows concerns raised about the impact of ongoing roadworks in the town — which the council is not involved with. The campaign will highlight that Midhurst is very much open for business and will also promote the town's free parking periods.

Since the fire at the Angel Inn two years ago, the council has provided ongoing support to help the town recover. Over £300,000 has been invested in a range of initiatives, including £50,000 which was allocated to the Midhurst Recovery Group and used to fund a website; a Midhurst Business Partnership Coordinator; and a promotional campaign for the town.

The council has also offered business grants, training opportunities, and supported a number of events that have had a positive impact on footfall. It is currently exploring options to support further events in the future.

The new digital campaign will promote the message that Midhurst is open for business and will draw attention to the town's free parking offer. This includes:

- **Two hours' free parking per day** at The Grange car park
- **One hour's free parking per day** at the Post Office and North Street car parks

- **Free parking after 6pm and before 8am** Monday to Saturday
- **Free parking after 5pm and before 10am** on Sundays

Report Fly Tipping: Residents and businesses can report fly tipping at: www.chichester.gov.uk/reportflytipping

Supporting You team: They will do everything possible to help, and anyone struggling should make contact with the team using the email *supportingyou@chichester.gov.uk*
https://www.chichester.gov.uk/supportingyoucampaign.

Meeting 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

County Councillor Janet Duncton had sent through notes as follows:

I am sure you all realise that apart from your duties as a local Councillor most of us also have to run family lives and sadly my garden has suffered through lack of attention but I try and make sure that we are fed and a bit of cleaning in the house. No excuse, just facts. As an example this week started with a meeting of the member development Group on Monday, on Tuesday at 10am I was at South Downs National Park for a workshop at 10am followed by a full Authority meeting at 1pm, on Wednesday Mandatory training for Safeguarding both children and adults, and today Thursday SDNP Planning which started at 10am and I got home soon after 4pm. Ok it's not like a 9 to 5pm job but that's not what you take on. As Councillors at whatever level, you fit your duties in with your private lives, yes, we all know the rules but sometimes it's a little harder than others. Whinge over and I really do try and get my notes done and by the way next week isn't a lot better ending with full County Council on the 18th July and on Council day it's be in County Hall by 9.30am and were lucky to finish at 4.15pm. It's what we sign up to but I am sure you can see it does get a bit busy. In my defence, I also spend considerable time at home on the computer replying to and sending emails not least of course regarding Highways issues or any other issues that residents have concerns about.

All that said we are doing well. Some years ago you will remember our Children's Services were in a sorry state. They are now in a very good position and I am hopeful that when we do get the next OFSTED inspection, we will have a very different story to tell. Our Social workers have really achieved and two are being put forward for National awards so I am hoping to be able to give a good story when the awards are made. They deserve it. I don't think she's up for an award but the Cabinet member for Children's Services Cllr Jacquie Russell has done an amazing job over the last few years working with all the Services and encouraging so that we are in a much, much better position. I can't imagine the hours Jacquie puts in but it must be more than my hours. We have a lot to thank her for not only her encouragement but her common-sense attitude to getting the job done.

A group of young people between the age of 13 to 16 have been working with the Fire and Rescue Service as Cadets. Their one year has now come to an end and I believe that they have learnt a lot about the Service and I know our Fire and Rescue Officers have enjoyed teaching and working with them. Of course they will not all want to join the Service but hopefully some will and some may consider becoming Retained Fire fighters in their communities. It's certainly taught them a lot in one year.

I try and say something about Trading Standards because they are a great department in County as I've mentioned before they have prosecuted for illegal goods being sold, advising on online Scams or other Scams and many other issues and recently they won a Court case against and Airline called Norse Atlantic Airline for the illegal importation of a Dog, well more a Puppy actually at 11 weeks old and none of the paperwork required or injections required to bring Dogs into the Country. With costs we received £4,442.

It is worth parents checking out the website on libraries as there are some good things going on in the libraries for children during the holidays.

Finally residents can have their say on the Fire and Rescue Service in a survey that runs until the 22nd September. There is a QR code but if you go the web it's yourvoice@westsussex.gov.uk/CRMP.

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.

62/25 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 26th June 2025 incorporating details of payments which needed to be made, and for which approval was sought.
b) Budget Monitoring sheet as at 26th June 2025

The Council's current financial position at £45,386, bank account and budget monitoring sheet were noted. Payments were authorised for Mrs Helen Cruikshank (Clerk's May & June Salary plus exps) @ £937, Playsafety Ltd (Annual Playground Inspection) @ £96 and Geoxsphere Ltd (Parish Online mapping annual fee) @ £72.

63/25 PLANNING

The Clerk had previously distributed Appendix 3. Mrs Martin-Jenkins reported on the following:

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/25/01286/LIS
Wheelwrights House Hillgrove Lane Lurgashall West Sussex GU28 9EW
Repair and remedial work to external walls and internal linings

SDNP/23/04481/CND
Old Hearne Farm Jays Lane Lurgashall West Sussex GU27 3BL
Removal of condition regarding the use of the horse walker

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/25/0066/HOUS
Deerfell, Fernden Lane, Lurgashall GU27 3BU
New lean-to extension
Decision: Approved

SDNP/24/03828/HOUS
Millicent Hillgrove Lane Lurgashall West Sussex GU28 9EPSDNP/25/00846/DCOND and SDNP/25/00847/DCOND
Partial conversion of and extension to garage to form guest/staff accommodation
Decision: Refused

SDNP/24/03789/HOUS
Millicent Hillgrove Lane Lurgashall West Sussex GU28 9EP
Underground basement parking area
Decision: Refused

SDNP/23/03365/FUL
Tappers Barn Jobsons Lane Windfall Wood Common Lurgashall West Sussex GU28 9HA
Change of use of disused winery to residential dwelling with replacement single storey side extension and demolition of outbuildings
Decision: Approved

SDNP/25/02335/PNTEL
Land South East of Lurgashall Village Green The Green Lurgashall West Sussex
Regulation 5 notification to install 3 no. 9m wooden poles
Further prior approval required

SDNP/25/01286/LIS
Wheelwrights House Hillgrove Lane Lurgashall West Sussex GU28 9EW
Repair and remedial work to external walls and internal linings
Decision: Approved

SDNP/24/04299/LDE
Old Hearne Farm Jays Lane Lurgashall West Sussex GU27 3BL
Certificate of Existing Lawful Development for the existing commercial use of the livery yard at the equestrian planning unit at Old Hearne Farm for over 10 years
Decision: Approved

SDNP/23/04579/HOUS
Aldworth Farm Jobsons Lane Lurgashall West Sussex GU27 3BY
Part conversion of outbuilding to ancillary residential accommodation. Addition of new roof lights and external generator. Changes to fenestration
Decision: Approved

64/25 HIGHWAYS INCLUDING WINTER MANAGEMENT
Potholes are reappearing and the sides of the highway are breaking up on Jobsons Lane. Roundhurst Lane is a disgrace. The Clerk to drive and report all issues along the road to WSCC Highways. The Parish Council agreed to instruct Jonathan Wright to carry out some hedge trimming in the Autumn.

Dr Tate kindly agreed to carry out the grit bin audit and submit to WSCC by 1st August. The Clerk, Dr Tate and Mr Macaulay to liaise about a replacement for the missing grit bin by Sods Farm. *Update: Mr Macaulay found the missing grit bin; it had been moved to the junction of High Hamstead Lane and Surrey Road. Dr Tate to update list.*

65/25 VILLAGE GREEN
All agreed the Village Green is looking great. Mr Macaulay kindly offered to paint the white posts alongside the Green adjacent to the Village Shop and the pub.

66/25 PLAYGROUND
The Clerk to get a quote from Straight Line Fencing for a new gate and to replace the post and rail fencing. She will look into getting a grant from Chichester District Council to help fund this.

67/25 ALLOTMENTS
Some members of the Parish Council and the Clerk had looked around the allotments before tonight's meeting. Thanks to Mrs Landstrom for all her hard work, she has done an amazing job bringing life and colour back to the allotments. The allotments are full, with a waiting list and problem free. Hedge cutting is planned for the autumn.

68/25 RIGHTS OF WAYS
Mrs Martin-Jenkins said everywhere was overgrown. Various new way marker posts have been installed. An issue on the footpath by School House Farm has been reported.

69/25 L.R.A
Dr Tate said there was not much to report. The hedge laying had finished and the wild flowers were looking good as was the field itself.

70/25 MOBILE SKIP
The Clerk to book for the Mobile skip to return to the Village Hall car park on Saturday 27th September.

71/25 ANNUAL INSPECTIONS
The Parish Council to meet at the Play area at 7pm before the next meeting to look at its progress.

72/25 CORRESPONDENCE
The Clerk reported there is an online Zoom meeting on Tuesday 5th August 5-6pm to discuss the Local Government Reorganisation (LGR). Dr Tate and Mr Wilding to attend.

There are two forthcoming road closures – Tennysons Lane 1st August between Jays Lane and Chase Lane for drainage works 9.30-3pm and Hillgrove Lane on 19th September.

73/25 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION
There were no urgent matters

74/25 ITEMS TO BE INCLUDED ON THE NEXT AGENDA
Litter picking
Asset of Community Value – Lurgashall Village Shop

Please let the Clerk know of any additional items by Thursday 4th September 2025

75/25 DATE OF THE NEXT MEETING
The next meeting is on Thursday 11th September 2025 at 7.30pm

There being no other business, the Chairman closed the meeting at 8.25pm