LURGASHALL PARISH COUNCIL

Minutes of the meeting held in the Village Hall on Thursday, 11 January 2007

Present: Mrs A Martin-Jenkins (Chairman), Mr R T W Baker, Mr K M Caird, Mr R E J Cooper, Mr J R Court, Mr G D J R Sharp, Dr A H J Tate, Dr P J H Wilding, Mr J P Wright and Mr P J Széll (Clerk).

1/07 - APOLOGIES FOR ABSENCE
No apologies for absence had been received.

2/07 – CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the Code of Conduct.

3/07 - MINUTES OF LAST MEETING
The minutes of the last meeting were approved and signed by the Chairman as a true record.

4/07 – MATTERS ARISING
1. Waste skip. A skip, plus qualified supervisor, had been hired for Saturday 28 April 2007 from 10.00 am to 12 noon at the Village Hall car park.
2. Football field. As instructed, the Clerk had written in November to the Football Club's Treasurer (Mr Sean Taylor) proposing a meeting but no reply had yet been received. Mr Caird said that he had recently spoken to Mt Taylor and been told by him that it might be possible to meet in February. It was agreed that Mr Caird would contact him again if nothing further was heard by mid-February.

5/07 – OPEN FORUM
No matters were raised.

6/07 – COUNCILLORS' REPORTS
North West Frontier Community Forum. Mrs Martin-Jenkins reported on the Forum meeting held on 5 December. Two agenda items had been of particular relevance to the Parish Council – the plans of Chichester District Council (CDC) to make greater use of the internet for its communications with parishes on planning cases and the plan to introduce off-street parking charges in Midhurst.

7/07 – FINANCE
1. Current financial statement. The Clerk distributed Annex A (attached) which set out:
   (a) the position of the Council's bank accounts, incorporating details of cheques that needed to be issued and for which approval was sought; and
   (b) the Council's income and expenditure against its budget for the current financial year.

The Council approved payment of all the cheques listed in Annex A.
2. Budget 2007-08. Members considered the draft budget prepared by the Budget Committee at a meeting on 6 December 2006 and agreed by consensus to adopt it as its budget for the coming financial year - see Annex B.
3. Precept for 2007-08. Members decided that the Parish's precept for the coming financial year should be £8200 - the same level as last year (£8000), plus a small sum to cover inflation.

8/07 – PLANNING
1. **Applications**

Five planning applications had been received since the Council's last meeting - the three listed below and the applications concerning Owlswood and Kestrels referred to in paragraph 2, below. The Planning Committee had no comments on or objections to any of the five applications:

LG/06/05218/DOM :PARKHURST COTTAGE, JOBSON'S LANE

Proposed demolition of existing brick ancillary store and replacement 3 no. bay garage and rear stores

LG/06/05298/FUL: DICKHURST HOUSE, PETWORTH ROAD

Existing house to be divided into 2 no. units. Demolition of outbuildings and reconstruction of ground and first floor. New rear entry door. New gable roof over existing door

LG/06/05317/LBC: DICKHURST HOUSE, PETWORTH ROAD

Existing house divided into two residential units, existing bedrooms altered to provide bathrooms/bedrooms, external shed/store demolished and reconstructed with new 2 no. bedrooms at first floor. New rear entry door. New gable roof over existing door. New terrace wall and garden/lawn planting

2. **Decisions**

Four decisions had been received from Chichester DC since the last meeting:

LG/06/04187/LBC: THE COTTAGE, WINDFALLWOOD COMMON

Relocation of staircase to facilitate creation of new bathroom to first floor REFUSE

LG/06/04432/FUL: LEVERTON, FERNDEN LANE

Replacement single residential dwelling PERMIT

LG/06/04815/DOM: OWLSWOOD, TENNYSONS LANE

Renewal of unimplemented permission LG/01/02222/DOM. Two storey end extension forming study with bedroom and bathroom over. Extending dining room. Replacement conservatory PERMIT

LG/06/04884/DOM: KESTRELS, FERNDEN LANE

Extension of single storey front extension with balcony and single storey side extension, with space for two parked cars to the side, and garden access steps to the rear of the house PERMIT

3. **Other planning-related issues**

Parkhurst House. It was reported that CDC's Planning Officers had been discussing with the owners of Parkhurst House whether the lake recently created there requires planning permission.

9/07 – HIGHWAYS AND FOOTPATHS

1. Flooding. The Clerk had, as instructed, drawn the attention of the WSCC's Highways Department to (a) recent flooding in Jobson's Lane, especially around the culvert near Great Brockhurst Farm, (b) the absence of steps leading to road level at the north end of the raised footbridge at Lickfold and (c) the blocked culvert at Greenlands Farm's drive entrance. He had also drawn the Department's attention to the large amount of surface water recently on the road at Hillgrove near the boundary with Northchapel. The Department had undertaken to look into all four concerns but stressed that recently rainfall in the county had been unusually great, had caused problems over a wide area and so, in some cases, remedial action might take time.

2. Parish signposts. The Chairman referred to the grubby appearance of the Parish's six black and white signposts whilst noting the difficulty of keeping street furniture clean in weather such as the Parish had recently suffered. She also pointed out that repairs had yet to be carried out on the broken fingerboard on the Dial Green signpost. Mr Sharp said that he planned to do the

repair, as well as clean and repaint the posts, when the weather improved. The Chairman thanked Mr Sharp for his offer.

3. Bullocks Lane. Pressure continues to be applied to the South Downs Joint Committee (SDJC) to make progress in 2007-08 with repairing Bullocks Lane.

4. Miscellaneous. The Chairman said she understood there was £404 left in the Lurgashall Design Statement fund and that thought was being given to allocating it to SDJC as a contribution towards the upkeep of footpaths in the Parish.

10/07 – RISK ASSESSMENT

Members considered and approved the conclusions of the Risk Assessment Committee (RAC) drawn up at its meeting on 6 December 2006 (see Annex C).

11/07 - ALLOTMENTS

Plot fees for 2007. Members decided that the charge for a full plot in 2007 should remain at £10 and for a smaller plot £5. They also agreed that the availability of plots should again be advertised in the *Parish Newsletter*.

12/07 – PLAYGROUND

1. New litter bin. Chichester DC had installed a litter bin (plastic, covered, lockable and fixed to the ground) to replace the old metal one that had been criticised in successive RoSPA reports.

2. RoSPA report. The Clerk reported that the specialist playground repair firm he had approached in December had inspected the play area on 11 January. It hoped to send him a quotation within ten days. In view of the need to repair the playground equipment as soon as possible, Members agreed to delegate to the General Purposes Committee the task of deciding whether to accept the quotation, so long as the total cost did not exceed what they had previously set as the maximum the Council would pay PPL to do the work.

13/07 – BOTTLE BANK

The Clerk reported that CDC had informed him on 5 January that the bottle bank containers were now ready for delivery. Since November he had spoken (a) to the CDC's Solicitor who confirmed that, before the bank's installation (even for an initial trial period of three months), there would need to be some form of written agreement between CDC and the Parish Council about use of the car park site and (b) to the Parish Council's insurers who confirmed the need for the bottle bank site to be regularly checked, eg for broken glass. Mr Cooper offered to take on the task of supervising the site. The Clerk was asked to fix a delivery date with the CDC that would enable the Chairman or Vice Chairman to be present to ensure location of the containers at the correct spot. He should also inform the insurers of the containers' arrival.

14/07 – VILLAGE GREEN

1. Damage to verges. Members expressed their serious concern about the damage done around the edges of the Green since early December, principally it seemed as a result of the increased number of cars visiting the Noah's Ark during a period of sustained heavy rainfall. Action was required to tidy up the verges once the weather had improved. In addition, careful consideration needed to be given to preventing similar problems occurring in future winters. The Council agreed to speak to the new tenants of the Noah's Ark and the brewery about the problem generally and to ascertain the possibilities for relieving some of the pressure on the Green. Similarly, the Leconfield Estate might be approached to discuss extending the hard standing on the verge near the pond. Any such action would, however, be costly and the problems would not be solved overnight. The Council decided to consider the matter further at its next meeting.

2. Broken seat. As requested by the Council in November, the Budget Committee and RAC had considered the condition of the wooden seat around the chestnut tree at the east side of the Green.

They had concluded that the seat was no longer serviceable and that quotations should be sought for a replacement that was durable, attractive and of good quality. The Clerk reported that a quotation had already been received from a local firm for a replacement circular wooden seat. A second one from a local blacksmith for a metal seat was awaited. The Council agreed to consider the issue of a new seat further at its next meeting. In the meantime, in view of the poor condition of the existing seat, Mr Court agreed to remove it as soon as reasonably convenient. [*Note*: This has now been done.]

3. Broken bollards. Members decided to request WSCC to replace the three bollards near the Noah's Ark that had recently been shattered by cars driving over the edge of the Green.

4. Ash tree near Hazards. The Chairman noted that this ash tree was dead or nearly so. The Clerk was asked to contact the Leconfield Estate to discuss the possibility of removing it.

15/07 - CORRESPONDENCE

The following were among the communications received since the lat Council meeting:

1. Communicating CDC information. The CDC had asked for space in Parish magazines to publicise its activities. (The Chairman had replied noting how limited space is in the *Newsletter*.)

2. Annual Parishes Meeting. CDC's annual parishes meeting will be held on 25 January 2007 at East Pallant House. (The Council will be represented by the Chairman and Vice-Chairman.)

3. Mobile library. WSCC Library Services announced that from 10 April 2007 the mobile library will visit the Village Hall car park on alternate Tuesdays rather than alternate Mondays. The times will remain the same as before: 12.10 to 12.30 pm.

4. Midhurst – off-street parking. The CDC invited the Council's comments on a draft Order that would introduce charges for parking in the North Street car park. (By a majority, Members agreed to write indicating opposition to the proposal.)

16/07 - ANY OTHER BUSINESS

John Wilding, MBE. The Chairman expressed the Council's great pleasure on hearing that Mr John Wilding had been awarded an MBE in the New Year Honours List for services to clock making.

17/07 – DATE OF NEXT MEETING

The next meeting of the Council will take place on 8 March 2007.

There being no other business, the Chairman closed the meeting at 9.00 pm.

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PJS: 17/03/07