LURGASHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall on Thursday 8 November 2012

Present Mr R E J Cooper (Chairman), Mr J S Bonnett, Mr G J Hayhurst, Mr J W Harden, Mrs A Martin-Jenkins, Dr P J H Wilding, Mrs R D Wood, and Mr M H Oakland (Clerk).

Also present Mr N Thomas and one member of the public.

The Chairman declared the meeting open at 7.34pm and informed the members that Mr G D J R Sharp had resigned from the Council. He thanked Mr Sharp for all the hard work that he had carried out over many years.

88/12 APOLOGIES FOR ABSENCE
Apologies had been received from Mr C P Duncton and Mrs P A Hardwick.

89/12 CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the existing Code of Conduct and then dealt with the new proposed Code, a copy of which had been distributed to all members prior to the meeting.
Mr Bonnett proposed that the Code (a copy of which is attached as Annex "A") be adopted by the Council. This was seconded by Mrs Martin-Jenkins and carried unanimously.

90/12 MINUTES OF THE LAST MEETING
The Minutes of the last meeting were approved and signed by the Chairman as a true record.

91/12 MATTERS ARISING
The Annual Parish Meeting for 2013. The Clerk said that further to item 86/12, the Village Hall had been booked for 18 April 2013, and an invitation would be sent to the various village organisations asking if they would like to provide a speaker for the meeting.

92/12 OPEN FORUM
Nothing was raised by the member of public present.

93/12 COUNCILLORS REPORTS
Mr Thomas mentioned the Meeting of the Parishes to be held at the CDC offices in Chichester on Monday 26 November, and for which the Council may have two representatives. The speakers would include the SDNP (planning),WSCC (flooding) and John Moore of CDC to give an overview of CDC finances. He also touched upon the work on the new Community Centre at Midhurst, the intention to house the

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Tourist Board facility in the SDNP H.O. at Capron House, Midhurst, and added a reminder about the forthcoming elections in respect of the Police Commissioner.

94/12 FINANCE

The Clerk distributed annex "B" which included;
a) a statement of the position of the Council's bank accounts, incorporating details of cheques which needed to be issued, and for which approval was sought.
b) figures setting out the Council's income and expenditure to date against the current budget.

Mr Hayhurst commented upon the background to the item for £2110 for Mr M C Lillywhite (Pond work). The members duly approved the payment this and of all other cheques listed.

Annual Audit for year ended 31 March 2012.

The Clerk said that the Council had received a clean audit report from Mazars, but the auditors had placed on record two comments. The first concerned the lack of attention to "financial risks" in the Council's Risk Assessment dated 1 December 2011, and the second referred to the fact that original bank statements had been sent to them rather than copies.

95/12 PLANNING

Dr Wilding reported on the following planning applications;

APPLICATIONS CONSIDERED SINCE THE LAST MEETING

SDNP/12/00604/HOUS
School House, The Green
Single-storey glazed conservatory

SDNP/12/00845/FUL
Al Waha Arabian Stud, Fernden Lane
Alterations and an overhang roof extension to existing staff dwelling to be refurbished , four rooflights to serve new staff room and erection of a machinery store

SDNP/12/01378/HOUS
The Lodge, Jobsons Lane
Single-storey rear extension, first floor rear extension, new windows to rear and
side elevations. Remove redundant chimney-stack and replace flat roof with pitched roof.

SDNP/12/00779/HOUS
2, Oakfield Cottages, Roundhurst Lane
Two-storey side extension and single-storey rear extension

SDNP/12/00328/FUL
Blackdown House, Fernden Lane

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Repair, restoration and extension of north wing and enlargement of outbuilding into a health suite. Construct new courtyard building, store and stable to the north and west of main house.

SDNP/12/01518/HOUS
Owlswood, Blackdown

Two-storey rear extension with new staircase and single-storey rear utility extension with some internal alterations.

SDNP/12/01548/LIS
Aldworth House, Tennysons Lane

Internal alterations on ground and first floor with proposed rooflights, new window in north-west elevation and new chimney stack.

SDNP/12/00825/FUL
Silver Birches, Jays Lane

Demolition of existing building and erection of a new dwelling and change of use of existing garage to ancillary granny annexe.

SDNP/12/01072/HOUS
Barfold Farm, Tennysons Lane

Single storey extension, new entrance door and internal alterations.

SDNP/12/01073/LIS
Barfold Farm, Tennysons Lane

Single storey extension, new entrance door and internal alterations

SDNP/12/01423/LIS
High Hampstead

Insertion of roof insulation in main barn between rafters with plasterboard below so as to obscure rafters, contrary to condition 12 on planning permission LG/07/02213/FUL and condition 6 of listed building consent LG/07/02214.LBC.

SDNP/12/01425/LIS
High Hampstead

Insertion of roof insulation in east and west wings of converted barn between rafters with plasterboard below so as to obscure rafters contrary to condition 12 on planning permission LG/07/02213/FUL and condition 6 of listed building consent LG/07/02214/LBC.

SDNP/12/01861/LIS
Southwater, Lickfold

Minor internal alterations including moving kitchen, removal of non-historic internal stud walls and new stud wall.

SDNP/12/01094/HOUS
Home Farm Cottage, Fernden Lane

Single-storey studio extension.

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SDNP/12/02006/LIS
Southwater, Lickfold

Rear extension comprising oak framed boot room. Addition of larder to kitchen.

SDNP/12/01570/HOUS
Greenland Far, Jobsons Lane

Construction of new swimming pool, greenhouse and garden wall following the demolition/removal of an existing swimming pool and garden wall.

SDNP/12/01056/FUL
Park Farm (Woodcraft)

New toilet block in upper field.

SDNP/12/01424/CND
High Hampstead

Insertion of roof insulation in east and west wings of converted barn between rafters with plasterboard below so as to obscure rafters, contrary to condition 12 on planning permission LG/07/02213/FUL and condition 6 of listed building consent LG/07/02214.LBC.

SDNP/12/02005/HOUS
Southwater, Lickfold

Rear extension comprising oak framed boot room. Addition of larder to kitchen.

SDNP/12/01422/CND
High Hampstead

Insertion of roof insulation in main barn between rafters with plasterboard below so as to obscure rafters, contrary to condition 12 on planning permission LG/07/02213/FUL and condition 6 of listed building consent LG/07/02214/LBC

SDNP/12/01517/FUL
Millicent, Hillgrove Lane

Erection of a tennis court to include a 2.8m high chain link fence within the grounds of the property.

SDNP/12/01286/LIS
1, The Quell Cottages, Quell Lane

Listed building consent for the removal of chimney and renovation, restoration and repair to roof covering, external wall finishes, alterations to porch and all associated internal works.

SDNP/12/01287/HOUS
1, The Quell Cottages

Extension, alterations to porch and internal alterations

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DECISIONS RECEIVED

SDNP/12/00604/HOUS
School House, The Green
Single-storey glazed conservatory
APPROVED

SDNP/12/00755/HOUS
Parkhurst House, Jobsons Lane
Extensions to provide enlarged kitchen area and improved second stair to first floor. Internal alterations to improve layout.
APPROVED

SDNP/12/00845/FUL
Al Waha Arabian Stud, Fernden Lane
Insertion of 4 rooflights to serve staff room and erection of machinery store attached to an existing building.
APPROVED

SDNP/12/00779/HOUS
2, Oakfield Cottages, Roundhurst Lane
Two-storey side extension and a single-storey rear extension.
APPROVED

SDNP/12/02006/LIS & SDNP/12/02005/HOUS
Southwater, Lickfold
Rear extension comprising oak-framed boot room. Addition of larder to kitchen.
BOTH APPLICATIONS WITHDRAWN

SDNP/12/01094/HOUS
Home Farm Cottage, Fernden Lane
Studio extension, single-storey REFUSED

SDNP/12/01518/HOUS
Owlswood, Blackdown
Two-storey rear extension with new staircase and single-storey rear utility extension with some internal alterations
APPROVED

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96/12 HIGHWAYS
Jobsons Lane Four locations where flooding occurs (adjacent to Dial Green, Beards Cottage, Jack Fishers Brook, and Herne House) had been reported to Highways earlier in the year as needing clearing. Nothing had been done, but the Clerk had today met with Graham Hicks (WSCC Highways), each problem inspected and Mr Hicks had agreed that they were high priority. It was hoped that they would be dealt with in the week commencing 12 November.

Mill Lane The gulley outside nos. 6 & 7 Greengates is blocked. Clerk and Mr Hicks inspected and Mr Hicks will arrange for it to be rodded/jetted.
Hillgrove subsidence Despite being reported twice, nothing has been done. Clerk to report again.
Boundary Cottage. No work carried out on the drainage problem here and Clerk to chase.
Traffic-calming "gates" on High Hampstead Lane.
Three quotations had been received for the construction/installation of two "gates", (which are in reality fencing). The Chairman and the Clerk had today met with Mr Adam Beazley (WSCC Highways) to discuss possible location. Mr Beazley will obtain a "services" report of the area to ensure that there are no cables/pipes which may be damaged during installation.
WSCC require drawings of the construction for their approval. Clerk will provide and when all information is collated, will present to the Council for consideration.

97/12 VILLAGE GREEN.
Mr Hayhurst said that it was not proposed to carry out any further work around the Green until the current roadworks had been completed and the area was clear.
However, he wished to prepare for the installation of protective plastic mesh at the eastern end of the Green by obtaining quotations for the materials, and this he will do.

98/12 PLAYGROUND
Mrs Wood said that the faulty mechanism on the gate had been inspected. It was intended to take this to pieces in order to see if it could be repaired.

99/12 ALLOTMENTS
Mr Harden reported that a damaged gate had been repaired and a modest bill was awaited.

100/12 RIGHTS OF WAY
The Clerk informed members that the 9-monthly full survey of the Rights of Way in the parish had commenced and was due to be completed by 14 November, and that remedial work would be carried out by contractors shortly afterwards.

101/12 CORRESPONDENCE
The Chairman dealt with two items.
1 A letter had been received from Mr Patrick Szell, for six year years the Clerk to the Parish Council until August 2011, with which he had enclosed a hand-made stamp. The stamp incorporated the Seal of the Parish Council and, having inspected it, members expressed their appreciation of this generous gift. The Chairman is to write and thank him on behalf of the Council.
2 The Lurgashall Recreation Association (L.R.A.) had written to the Council expressing great concern that what had been intended as confidential information provided to members, in order that they may consider the request that the Council write in support of an application to the CDC for a grant, had been distributed outside the Council membership. (See 78/12). The Chairman said that if indeed it was the case that a member of the Council had passed on details of LRA documentation to a third party/parties then this was a breach of the Code of Conduct and not acceptable. If any member wished to speak to him about it outside of the meeting then they were welcome to do so.

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102/12 ANY OTHER BUSINESS

1 It was agreed that the committee considering the budget for 2013/14 would look at the question of a donation to the LRA to support the purchase of the land.

2 Mr Bonnett mentioned the grant of £25k to the LRA from the CDC. He said that the figure was based upon a purchase price for the land of £105K and that if the price fell below this then the grant would be reduced pro-rata.

3 Mrs Martin-Jenkins reminded members that the budget would be drawn up later this month and asked members to put forward any matters for consideration in good time for this.

4 The Chairman reminded members that should an election not be called for, then the council would need to fill the vacancy by co-option, and asked them to give the matter of a replacement some thought.

5 It was mentioned that an ex-member of the Council, Jim Court, was not well. Members all agreed that the Clerk should write on behalf of the Council and send him very best wishes.

103/12 DATE OF THE NEXT METING

The date of the next meeting is 10 January 2013.

There being no other business, the Chairman closed the meeting at 8.40 pm.

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