DRAFT

LURGASHALL PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall

on Thursday 14 March 2013

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

Also present Mr C P Duncton, Mr N Thomas and one member of the public.

Before opening the meeting, the Chairman paid a tribute to the late James (Jim) Court, who served as a member of the Parish Council for many years. A copy of his tribute is attached as annex "A".

The Chairman then declared the meeting open at 7.35pm

19/13 APOLOGIES FOR ABSENCE
There were no apologies for absence

20/13 CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the Code of Conduct.

21/13 MINUTES OF THE LAST MEETING
The Minutes of the last meeting were approved and signed by the Chairman as a true record.

22/13 MATTERS ARISING
With reference to the matter of the "Pop Concert" which may be held again this year (see 5/13), the Chairman said that he had arranged to be kept informed if an application is made for a suitable licence for 2013.
Following Mr Duncton's mention at the last meeting of the "Meals on Wheels" service operated from Herbert Shiner School, Petworth, the Clerk had published details of the service in the parish Newsletter.

23/13 OPEN FORUM
A member of the public raised the following issues;
a) The hedge at the southern end of the Allotments needed trimming. The Clerk said that he saw no reason why the plot-holders should not undertake this work if they wished to do so.

DRAFT

b) It was asked if there was any work still to be carried out on the Green. Mr Hayhurst explained that the Council had been waiting for the contractors to finish their work and remove their machinery. Now that they had gone the Council would be putting forward proposals dealing with the eastern end of the Green and that mention of this would be made later in the meeting.
c) The questioner stated that the previous rental for the "football field" (presently in course of purchase by the L.R.A.) was £114 per annum and wanted to know how this could be reconciled with the sum of £2000 which was to be the subject of discussion by the Council later in the meeting (see 25/13). It was explained that the two sums are not related. The figure to be considered by the Council was sought by the L.R.A.as a grant towards the capital cost of the purchase of the land.
d) The parishioner said that when attending a public meeting in 2012, called by the L.R.A, it was indicated that the purchase of the field was a private matter and would not rely upon tax-payer funds. Therefore, why was the Parish Council to consider a contribution to the organisation. The Chairman said that the Parish Council makes certain grants to parish organisations where the Council considers it appropriate. The field is, and will be, available to all parishioners and in view of this benefit the Council will later consider whether it is felt a grant should be made.

24/13 COUNCILLORS REPORTS
Mr Duncton said that the County Council had confirmed its budget for the coming year, this forming part of a plan to save £79m over three years. This had resulted in a freezing of the level of the County portion of Council tax for the current year, but he feared that future years would present a serious problem in terms of catching-up.
He mentioned the serious failures of the Highways department thoughout the County in respect of the salt-bag deliveries, and apologised on behalf of the County Council for this. He also recognised the huge problems with pot-holes, adding that extra labour had been taken on to deal with the issue but added that the staff in Highways were almost overwhelmed by the pressures brought on by the demand from parishes.
He mentioned that a grant of £2500 had been made from the CLC fund towards a swimming pool at Northchapel school.
Finally, he suggested that the Council return to the WSCC the £750 received as a grant in 2012 towards refurbishment work then intended to be undertaken on the phone-box at the side of the Green. The Clerk to deal with this.

The Chairman said he was aware that Mr Duncton will no longer serve as a County Councillor after May of this year. On behalf of the Council he expressed sincere thanks for all the support that that this Council has received from him, and wished him well for the future.

Mr Thomas mentioned that work is proceeding on Capron House, Midhurst, this to be the new headquarters of the South Downs National Park Authority. The work on The Grange, Midhurst, is going well. Construction should be complete in December of this year, with an opening in early Spring 2014.

DRAFT

25/13 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.

The members duly approved the payment of all cheques listed.

Letter from Lurgashall Recreation Association (L.R.A) requesting a grant of £2000

The Council received a letter dated 20 December from the L.R.A. applying for a grant of £5000. (see 16/13) Consideration of this was deferred to this meeting, but a subsequent letter had been received, dated 4 March, in which the amount requested had been reduced to £2000.

Declaring a prejudicial interest in the matter, both Mr Bonnett and Mr Hayhurst withdrew from the meeting.

The members discussed the matter fully, including consideration of the impact such a grant would have upon the Council's reserves. Mrs Martin-Jenkins said that an identical sum had been built into the budget for 2013-14 as a grant to the L.R.A. and this should not therefore impact on the forecasts. Dr Tate proposed that a grant of £2000 should be made on the condition that this was not to be looked upon as a precedent and that any future requests from this source would be considered on their merits and in the light of the Council's financial position. This was seconded by Mrs Wood and approved by all.

Mr Bonnett and Mr Haywood returned to the meeting.

Donations

Members approved a donation of £50 to each of the following organisations;

1 Haslemere Community First Responders
2 Sussex Air Ambulance
3 Waverley CAB
4 Arun & Chichester CAB

DRAFT

26/13 PLANNING

Dr Wilding reported on the following planning applications;

APPLICATIONS CONSIDERED SINCE THE LAST MEETING

SDNP/12/03239/HOUS
Leigh Barton, Brook Hill

Erection of building comprising garaging, store and pool room and construction of swimming pool.

DECISIONS RECEIVED

SDNP/12/02750/HOUS and SDNP/12/0275/LIS
Wheelwrights, Hillgrove

Continued use of outbuilding and barn for residential purposes ancillary to house. APPROVED

SDNP/12/03070/HOUS
School House, The Green

Installation of single dormer window to one bedroom APPROVED

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

Internal alterations on ground and first floor with rooflights, new window on North-West elevation and new chimney stack. APPROVED

SDNP/12/03239/FUL
Leigh Barton, Brook Hill

Erection of garaging, store and pool room and construction of swimming pool. APPROVED

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 APPROVED

SDNP/12/01425/LIS
High Hampstead

Insertion of roof insulation in east and west wings of converted barn contrary to condition 6 of listed building consent LG/07/02214/LBC APPROVED

DRAFT

27/13 HIGHWAYS

The Clerk reported on the following issues;

Mill Lane
Serious flooding had occurred outside numbers 5-7 Mill Lane, this caused by collapsed pipe-work. Repairs had been carried out on 24 January and the problem appears to have been solved.

Flooding outside Herne Lodge
This has been a problem for many years, and because of the flood water freezing the road had recently been closed for many days. Substantial repairs have been carried out, new large-diameter piping put in to take the water from the stream on the west side under the road, and this should prove adequate to cope with the stream water. It may be that some minor work will be needed to take the surface water away from the road to allow it to escape into the eastern ditch. Clerk to follow.

Pot-holes
The problems with these are well-documented, but despite the full report sent by the Council to Highways in January many of the holes remain. These include some which are considered potentially dangerous and this fact has been brought to the attention of WSCC Highways, with a copy to WSCC Chief Executive. Clerk will continue to follow.

Mill Lane blocked pipe-work.
Reported to Highways a blocked section of drainage pipe-work on western side of lane. This causes substantial flooding of lane, which in turn has resulted in serious erosion of the road. Awaiting action but informed that will be looked at.

Boundary Cottage drain.
Acknowledged by Highways as needing action. Highways say on job-list given to Balfour Beatty but can give no time-scale as to when will be done.

Depth-guage at Lickfold.
The Chairman and Clerk met with Highways (Mrs Fiona Baker) on 5 March to discuss the idea that a depth-guage be installed to try and avoid some of the problems encountered by motorists when flooding occurs at the T-junction. Highways will consider whether they could manufacture such a guage, what permissions would be required, the matter of associated signage, and establishing the lowest point of the road for the installation of the depth-post. Clerk to follow.

Artificial "gates" on Hampstead Lane
After many months, formal permission had been given by Mrs Baker at the meeting on 5 March to the installation of the gates. The providers of the lowest quotation (£785 + VAT, W.L. West & Sons Ltd trading as "profencing") have confirmed that they will stand by their quotation given in October of last year. Clerk to action in consultation with Chairman.

Corner of road adjacent to Whitewell House
Mr Jowett reported that the pipework taking water from the stream adjacent Whitewell House has collapsed. Clerk will inspect and report to Highways

DRAFT

28/13 VILLAGE GREEN

Mr Hayhurst said that the defibrillator had been installed in the phone-box at the side of the Green, and that training for its use would be provided in the Village Hall on 20 April. This will be in two sessions which he will see are publicised.

The work to reduce the level of water in the overflow ditch from the pond appears to be working satisfactorily. The Chairman undertook to speak to the adjacent householder to see if this has removed concerns about the possible impact on the property.

Mr. Hayhurst said that Mr Gary Sharp had said he would continue to look after the establishing flower-meadow at the western end of the Green and that "Garden Escapes" would cut the grass in front of that area. Clerk to speak to Garden Escapes to clarify position and agreement re cost.

Investigations had been made into the cost of laying a protective membrane into the ground on the eastern end of the Green (Common land) to mitigate the impact of cars being parked there, and very substantial figures had been quoted. However, the South Downs National Park had raised the possibility that planning permission may be required for such work (quite apart from whether they themselves would approve) and had advised the Council to approach the CDC to seek their guidance. Mr Hayhurst had prepared a suitable letter (with accompanying documentation) and members approved the sending of this. Clerk to action.

A suggested "holding solution" to avoiding damage to the same area was the installation of low-cost railing, set a short way back from the road. Mr Hayhurst said that this could be done with volunteer labour to reduce costs and will present proposals to the Council for consideration.

29/13 WINTER MANAGEMENT PLAN

Mr Bonnett said that the WSCC Highways had let the Council down very badly over the (non) delivery of salt bags. A firm plan was in place between the Council and Highways and the latter had completely failed to act upon this. It was a source of embarrassment for the Council which would have to publish a letter of apology to parishioners.

At a meeting of the Winter Management Committee it had been agreed that a proposal would be put to the Council for the purchase of ten additional salt bins for placing around the parish. The cost of this would be circa £1500, with the cost covered 50/50 by a grant from WSCC and the remainder from the Council's resources. This would avoid future reliance upon Highways to deliver the salt bags. However, subsequent discussion put this proposal into abeyance in order that alternative arrangements could be looked into. Mr. Bonnett to progress.

30/13 PLAYGROUND

Mrs Wood reported no problems. She said that she had approached the Fete Committee with the idea that funds be granted by the Committee to the Council to cover the cost of a replacement bench in the Playground. The Committee had said that it would welcome a

DRAFT

formal request from the Council. Clerk established with Mrs Wood that she will look into question of suitable benches and the cost in order that firm proposal can be submitted to the Fete Committee.

31/13 ALLOTMENTS
Mr Harden said that there is a small problem with the recently-repaired gate which gives access to the allotments. He will see what can be done with it.

32/13 RIGHTS OF WAY
There was nothing to report.

33/13 CORRESPONDENCE
There was no correspondence

34/13 ANY OTHER BUSINESS
Council advised that next "All Parishes Meeting" will be held in Chichester (venue details awaited) on Thursday 23 May, commencing at 6 pm. Chairman said that he would attend. Mrs Martin-Jenkins said she would be prepared to go if no other member wished to do so. Clerk needs to respond to the invitation no later than 10 May.

35/13 DATE OF THE NEXT MEETING
The date of the Annual Parish Meeting is 18 April 2013, and the Annual Meeting of the Parish Council will be held on 9 May 2013.

There being no other business, the Chairman closed the meeting 9.10 pm.

DRAFT