

DRAFT

LURGASHALL PARISH COUNCIL

Minutes of the meeting of the Parish Council held in the Village Hall

Thursday 14 November 2014

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 P J H Wilding, Mrs R D Wood, and Mr M H Oakland (Clerk).

Also present There were five members of the public present. Joining the meeting later were PCSOs Richard Boston and Paul Isaac.

The Chairman declared the meeting open at 7.30 pm.

94/14 APOLOGIES FOR ABSENCE

Apologies had been received from Dr A H J Tate, Mrs J Duncton and Mr N Thomas.

95/14 CODE OF CONDUCT

The Chairman reminded members of their responsibilities under the Code of Conduct.

96/14 MINUTES OF THE LAST MEETING

The Minutes of the last meeting were approved and signed by the Chairman as a true record.

97/14 MATTERS ARISING

There were no matters arising.

98/14 OPEN FORUM

Three residents of Dial Green expressed their concerns over issues connected with land to either side of the road at Dial Green. These were;

- 1 The nature of the recent clearance of Common Land on the western side of the road, opposite the properties they occupy.
- 2 The possibility of the land-owner fencing in the same land.
- 3 The fencing in of land presently forming part of the garden of Whitewell House, believing this to be Common Land.

Mr Jowett, as the landowner, explained that it had been deemed necessary to carry out the clearance since some of the trees posed a threat to telephone lines and it was discovered that a good deal of domestic rubbish had been deposited on the site. He added that there was no intention to erect fencing around the land, nor to keep any horses there. Dr. Wilding said that although it is Common Land, the owner has a legal right to carry out maintenance work.

The Chairman said that Mr Jowett was currently investigating the question of whether land now fenced in as part of his garden was in fact Common Land, and that until this was clarified then no further steps could be taken.

Mr Allis said he had recently read Mr Peter Jerrome's book about Lurgashall, based on the writings of H S Roots, and thanked the Parish Council for their contribution towards what he felt was a very worthwhile publication.

99/14 COUNCILLORS REPORTS

There were no Councillors present.

100/14 FINANCE

The Clerk distributed annex "A" which included;

- a) a statement 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.

The Clerk reported the following items;

- Fixed Asset Valuations. Further to 45/14 and 63/14 Mr Anthony Crandon has suffered a serious injury which has prevented his undertaking the valuations. It is his intention to look at the valuations when he has recovered sufficiently to do so.
- Letter to bank re duplicate statements (83/14) A suitable letter has been sent to the bank signed by the Chairman and Mrs Martin-Jenkins
- Audit of Accounts for year ended 31.3.2014. The Council has received a completely clean audit report for these Accounts.
- Grant to VHMC. A letter of thanks had been received for this grant of £1000.
- Salt Bins. It had been anticipated that the Council would have to pay the sum of £725 towards the cost of salt bins provided by WSCC. However, the Clerk had been given to understand that this payment would no longer be required.

Systems Auditor. Prior to the meeting members had been provided with a draft set of revised guidelines for the Systems Auditor. These were duly approved by the meeting and a copy is attached as annex "B".

Mileage Allowance for Parish Councillors. The Clerk explained to members that, if the Council wishes, it can establish a policy whereby members travelling to meetings on behalf of the Council may claim a mileage allowance. Furthermore, the applicable rate is set by the CDC Remuneration Panel which has currently recommended a rate of 46.9p per mile. However, for taxation reasons the present practice seems to be to claim only 45p per mile.

After debate, members agreed that the Council adopt such a policy on the following terms. a) the claiming of mileage allowance would be at the discretion of the individual member. b) the present allowance would be 45p per mile.

All claims under this policy should be made to the Clerk showing details of the journey undertaken, mileage travelled and amount claimed. The claim will then be placed before the next available meeting of the Council.

On behalf of the Parochial Church Council, Mrs Martin-Jenkins thanked the Council for the grant of £375 towards the cost of mowing the churchyard. She said this was particularly welcome in the light of the recent loss of several items through burglary and the financial impact of insurance excess.

101/14 PLANNING

Dr Wilding commented upon the following applications;

APPLICATIONS CONSIDERED

SDNP/14/04209/HOUS

Boxalland Cottage, Petworth Road

One block of timber stables and a timber storage shed.

SDNP/14/04890/HOUS and SDNP/14/04891/LIS

Wheelwrights House, Hill Grove

Demolition of existing two-storey addition and conservatory. Erection of two-storey extension and conservatory at rear.

SDNP/14/04496/LDE

Boxalland Farm, Petworth Road

Flat-roofed projection from the pitched roof of the southern elevation of an existing granary building containing a door and a run of horizontal windows.

SDNP/14/04961/HOUS

Upper Roundhurst House, Roundhurst Lane

Construction of tennis court. (Resubmission of SDNP/13/04702/FUL)

SDNP/14/05025/LIS

High Hampstead

Retention of roof insulation in main barn inserted 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/14/05019/FUL

Leigh Barton, Brook Hill

Construction of tennis court on land to north.(Resubmission of SDNP/13/02074/FUL).

SDNP/14/05399/HOUS
Home Farm, Fernden Lane

Demolition of existing side extensions. Erection of two-storey east side extension, single-storey west side extension and first-floor rear extension.

DECISIONS RECEIVED

SDNP/13/03145/FUL
Millicent, Hillgrove Lane

New agricultural barn.

REFUSED

SDNP/14/01082/LIS and SDNP/14/01743/FUL
Mill Farm.

Change of use of land from agriculture to a campsite for seven tents. Change of use of agricultural building to campsite shop and ancillary parking.

APPROVED

SDNP/14/01398/HOUS and SDNP/14/01399/LIS
Northhurst Farm, Dial Green

Replacement rear extension and various alterations and additions

APPROVED

Barfold Farm Mr Bonnett said that he was aware that two more applications had recently been submitted by the landowner in respect of the polo activities and although these were directed to Waverley B.C. he felt they may impact upon Lurgashall parish. He asked if the planning committee could comment upon the applications. Dr. Wilding asked if Mr Bonnett would provide him with the relative reference numbers. He would then look at the applications in order to consider whether comments were appropriate.

Orchard Park Farm. The Clerk reported that the District Council is awaiting two applications from the owner of this property. The first is to deal with a change of use from agricultural land to domestic use, and the second is to cover the business use of one of the outbuilding units.

102/14 HIGHWAYS

Mrs Martin-Jenkins reported that drains in Jobsons Lane had been cleared.

Mr Jowett reported a tree leaning dangerously across Jobsons Lane, presently supported by another tree. Adjacent to track leading to Sybs Farm. Clerk to photograph and report.

Mr Harden reported a flooding point in Hampstead Lane. Clerk to investigate and report.

103/14 ADOPTION OF NEW STANDING ORDERS.

Prior to the meeting members had been provided with a copy of a revised set of Standing Orders. Mr Jowett proposed that these be adopted. This was seconded by Mrs Martin-Jenkins and approved by all. A copy is attached as annex "C"

104/14 ROAD SIGNAGE

Much recent correspondence with the District Council has resulted in the following;

- a) the new signs erected on or near Gospel Green have been removed.
- b) the sign at the foot of The Quell has been moved so that it no longer faces on to Jobsons Lane.
- c) the CDC has adopted a policy document titled " Street Naming, Numbering and Street Name Plate Policy" which in section 8.6 states;
"When a request is received for a new street name plate where none previously existed, appropriate checks will be made to ensure the street name is correct and the Parish or Town Council will be consulted (21 days) as to whether they have any concerns that they wish the District Council to consider about the new name plate proposal".

Members agreed that they were content with the outcome and instructed the Clerk to write to the District Council accordingly. They were pleased to acknowledge the part played by the petition from parishioners (organised by Mr Patrick Szell) in this result

105/14 VILLAGE GREEN

Mr Hayhurst reported upon the following matters;

Eastern end/Common land. Three bags of scalplings have been purchased and used in the repair to this area where cars are being parked. Mr Hayhurst felt that a further bag should be purchased and members agreed to this.

Western end/formerly wild-flower area. In future this area will be treated as a normal grassed surface and will be cut by Garden Escapes.

Notice-board. This is showing signs of wear and is in need of refurbishment. It will need to be attended to in the Spring of next year.

Phone-box. The intention is to have this listed structure professionally refurbished. The cost of this is anticipated to be between £2750 and £3000. Towards this Mr Hayhurst had obtained a grant from the Fete Committee of £1000 and a grant from WSCC of £750. If the cost is in excess of £2750 then the Fete Committee have indicated they would look favourably on contributing a further 50% of the additional requirement.

Members agreed that this work should go ahead.

Donation from "Salt Films" in respect of filming. The Clerk had been contacted by a parishioner who had offered a donation to the Council as acknowledgement of the use of a very small area of the Green surround for filming in respect of an advert. The sum expected is £200/250 and members felt this should be ring-fenced to offset the cost of future works to Green-related items.

Finger-post for area adjacent to north-west corner of Green.

Under consideration is the erection of a new 3-finger signpost on this small area of Common Land. The Clerk had obtained a quotation from J K Engineering of Easebourne for the supply and installation of a suitable post at a cost of £1405 plus VAT. This will be held on file pending further consideration of the project.

106/14 PLAYGROUND

Mrs Wood reported no problems with the playground, except for the long-standing issue of the gate. A provision of £400 had been put in the current years budget to deal with this matter but nothing had been done.

All agreed that a replacement gate should be found. The Clerk was authorised to look into obtaining a quotation for a new gate.

107/14 OPERATION WATERSHED.

The Clerk confirmed that three grant applications had gone forward to WSCC to cover the cost of the proposed work, they being for £3225, £4950 and £2250. Total £10425. These sums exclude VAT which will need to be covered by the Council pending a reclaim. It is likely to be a further 3-4 weeks before the outcome of the applications is known, but initial feedback indicates a positive result.

108/14 ALLOTMENTS

There was nothing to report.

109/14 RIGHTS OF WAY

The following issues were reported;

- 1 A large tree across path some 50m in to Bullocks Copse on path 2021 from Jobsons Lane end.
- 2 Two trees across path 2031 in Spring Coppice.
- 3 Tree across path 2026 between Ewhurst Lodge and Old Mead Copse.

Clerk to inspect, photograph and report.

110/14 CORRESPONDENCE

The following items were covered;

- a) A letter had been received from Mrs Lambot, Hon.Secretary of the Village Hall Management Committee, together with a cutting from the Midhurst and Petworth newspaper. The letter refers to the awards received under the Hallmark accreditation scheme, demonstrating the very high standard of management achieved by the committee. The newspaper article accords with this, referring to the hall as a “shining example” and to the committee as “an exemplar of good management”. Members were very pleased to read these and asked the Clerk to send a letter of congratulations.
- b) Mr Patrick Szell, previous Clerk to the Council, had researched the names of all those who had served as Lurgashall Parish Councillors since its inception in 1894, including individual lists for the Chairmen and Clerks. He had sent a copy to the present Clerk and all members of the Council expressed an interest in having a copy for themselves. The Clerk will arrange this, and relay the appreciation of the Council to Mr. Szell.

111/14 ANY OTHER BUSINESS

Village Hall Exhibition The Chairman said that the organisers of an exhibition shortly to be held in the hall would like to display the Parish Council official "Seal". Members agreed that this be allowed.

Archiving Facility. Mr Bonnett referred to the desirability of the parish having a safe and secure archiving facility. The Chairman said that the VHMC was currently looking at the idea of an extension to the village hall, part of which could be used as such.

New Clerk for the Parish Council The Chairman said that he and Mr Bonnett had met with Mrs Helen Cruickshank, presently Clerk of both Lodsworth and Northchapel Parish Councils. She has expressed an interest in taking over the position of Clerk to this Council and both the Chairman and Mr Bonnett felt that she would be very suited to the task.

Members expressed their approval and an offer letter will be sent to Mrs Cruickshank on the basis of her taking up the post on January 1 2015. Clerk to action.

The Chairman expressed his sincere thanks to the present Clerk for all his hard work during his current and previous tenures, and this was echoed by the whole Council.

Although not planned as being delivered at this point, due to their being unexpectedly called away, PCSOs Richard Boston and Paul Isaac reported to the meeting. Mr Boston referred to the recent spate of thefts in the parish and the local area, these being mainly from sheds and vehicles, and the fact that they had managed to arrest one of those responsible. He made specific mention of the property marking facility available to members of the public and recommended that this be done, although recognising that this in itself was not a deterrent to theft.

The Chairman thanked them for coming, particularly for returning after having attended a traffic incident in Haslemere.

112/14 DATE OF THE NEXT MEETING

The next meeting will be held on 8 January 2015.

There being no other business, the Chairman closed the meeting at 9.25 pm.