

LURGASHALL PARISH COUNCIL

DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 14TH JANUARY 2016

Councillors Present: Mr R E J Cooper (Chairman), Mr J S Bonnett, Mr J W Harden, Mr N P Jowett, Mrs A Martin-Jenkins, Mr G Sharp, Dr A H J Tate, Dr P Wilding and Mrs R Wood

In Attendance: Mrs H E Cruikshank (Clerk)

County Councillor Mrs J Duncton

There were no members of the public present.

The Chairman declared the meeting open at 7.30 pm, wished everyone a Happy New Year and welcomed all to the meeting.

1/16 APOLOGIES FOR ABSENCE

There were no apologies for absence.

2/16 CODE OF CONDUCT

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

3/16 MINUTES OF THE LAST MEETING

The Minutes of the last meeting held on Thursday 11th November 2015 were approved and signed by the Chairman as a true record.

4/16 MATTERS ARISING

There were no other matters arising which were not to be covered on tonight's agenda.

5/16 OPEN FORUM

Mr Harden said a parishioner had asked him to raise a question - "Is there a lease between LPC and the Cricket Club for the use of the Green and rental of the Pavilion". The Chairman confirmed there is no written agreement, rather an understanding between LPC and the Cricket Club for the use of the Green, likewise there is no agreement between Leconfield and the Parish Council for the upkeep of the Green. Clerk stated that Leconfield Estates do say there is one from 1925 but they are unable to trace a copy. The Parish Council agreed that they were happy with the current arrangement. Mr Harden said that Lurgashall's Village Green is registered so there would be many laws protecting it.

Clerk has a copy of the lease for the cricket pavilion which she would give to Mr Harden to pass onto the parishioner.

6/16 COUNCILLORS REPORT

County Councillor Mrs Janet Duncton said it was currently budget, budget and more budget at County. Funding was being cut from central government to WSCC and purse strings were needing to be tightened but she hoped that frontline services would not be touched. It was likely that Council Tax would be increased by 2% for the financial year 2016/17. The fire and rescue service continue to do an excellent job with their jobs nowadays being far more a preventative and educational role with less fires occurring.

The A27 Chichester improvement scheme consultation is currently running to include a Chichester by-pass. This is a Highways England consultation not WSCC. There is a LEADER programme which provides funding for new business ventures encouraging rural employment. Clerk to find out more information and submit into the next issue of the newsletter.

Any questions or problems, then don't hesitate to contact Mrs Duncton on 01798 342528 or email janet.duncton@westsussex.gov.uk

In the absence of District Councillor Nick Thomas, Mrs Duncton said that CDC were also discussing budgets and spoke of a possible increase in Council tax as there had been no rise for many years. She added that the district leisure facilities (The Grange, Bourne and Westgate) are due to go out to tender.

Any questions or problems of a District Council nature, then please don't hesitate to contact Mr Thomas 01730 810837 or email nthomas@chichester.gov.uk

Mrs Duncton left the meeting at 7.55pm

7/16 FINANCE

Members had previously been sent Appendix 2 which included:

- a) A statement of the position of the Council's bank accounts
- b) Bank reconciliation as at 7th January 2016
- c) The finance schedule of accounts submitted for payment
- d) Budget Monitoring sheet as at 7th January 2016

The Council's current financial position at £20,690, bank reconciliation and budget monitoring sheet were noted.

The members duly approved the payments for EC Simpson Plant Hire Ltd (repair and extend parking on the side of the Village Green) @ £1380, The Leconfield Estates (Allotment Water) @ £12, Mrs Helen Cruikshank (Clerk's Nov & Dec 15 Salary and Exps) @ £672 and Lurgashall Recreation Association (L.R.A – annual donation 15/16) @ £250.

Clerk confirmed that a refund of £432 had been received from CDC for the overcharging of the litter bin emptying earlier in the year. She also confirmed she had carried out the VAT return.

8/16 BUDGET AND PRECEPT 2016/17

As Chairman for the Finance and General Purposes Committee, Mrs Martin-Jenkins presented the draft budget for the coming year 2016/17 as part of the report of a meeting held on 24th November 2015. Members had previously been sent this report as Appendix 3. She said there was now a separate budget line for Highways (£1,500), a building repairs provision (£1,000) and the committee recommends that donations be increased from £250 to £500. Dr Tate enquired why the 2015/16 Highways figure was so high against a zero budget. Mr Bonnett confirmed it was the money spent on the Operation Watershed projects.

Mrs Martin-Jenkins proposed that the budget figures 2016/17 be accepted as presented and this was approved unanimously. As part of her budget presentation, Mrs Martin-Jenkins reported that the Finance and General Purposes Committee recommend that the precept be increased from £13,500 to £14,500. The extra money would improve village facilities and help highways and general maintenance in the parish. Mr Jowett proposed this, Dr Tate seconded and this was approved unanimously. Clerk to inform CDC of the decision.

Mrs Martin-Jenkins thanked all the members of the Finance and General Purposes Committee for their input at November's meeting.

9/16 RISK ASSESSMENT

Mrs Martin-Jenkins presented the report of the Finance and General Purposes Committee dated 24th November 2015 which members had previously been sent as Appendix 4. She said there were no changes to last year's document. The Clerk had copies of both the insurance policies from the village hall and cricket club. Members approved the report.

10/16 PLANNING

Clerk had previously distributed Appendix 5. Dr Wilding commented upon the following applications;

APPLICATIONS CONSIDERED SINCE LAST PC MEETING

SDNP/15/05454/FUL

Courts Yard, Jobsons Lane, Windfall Wood Common, Haslemere, West Sussex GU27 3BX

Erection of 2 detached dwellings and garages following the cessation of the current use and demolition and removal of all existing buildings, hard standings.

SDNP/15/05130/ADV

Lurgashall Village Green, Lurgashall, West Sussex GU28 9ET

Erection of a traditional fingerpost/board

SDNP/15/06122/TCA

The Old Rectory, Blind Lane, Lurgashall, West Sussex GU28 9ET

Notification of intention to fell 1 no. Ash tree

SDNP/15/06009/HOUS

Home Farm Fernden Lane Lurgashall Haslemere West Sussex GU27 3BU

Single storey side extension, veranda to existing eastern wing, alterations to window on south elevation & associated alterations.

SDNP/15/06172/HOUS

Aldworth Farm (Formerly Beards Cottage) Jobsons Lane Lurgashall West Sussex GU27 3BY

Two storey rear extension to northern wing, new front porch, front side extensions to southern wing and provision of a first floor.

An appeal has been lodged against the SDNP's refusal to grant planning consent:

SDNP/13/02074/FUL

Leigh Barton, Brook Hill, Lurgashall, West Sussex GU28 9HB

Construction of tennis court on land to North

The Parish Council had re-submitted its objection to this.

CDC/SDNP DECISIONS RECEIVED SINCE LAST MEETING

SDNP/15/05067/FUL

Old Hearne Farm , Jays Lane, Lurgashall, West Sussex, GU27 3BL

Retention of the east barn and its immediate surroundings for mixed use purposes and the erection of a stock building.

Decision: Application Withdrawn

SDNP/15/04781/HOUS

Orchard Park Farm , Dial Green Lane, Lurgashall, West Sussex, GU28 9EU

Proposed chain link fencing around tennis court.

Decision: Refused

Dr Wilding said the Parish Council was waiting to hear from Historic England on the listing for the two outbuildings at Little Brockhurst and Beards Cottage (now Aldworth Cottage).

Mr Bonnett thanked Dr Wilding for sending him the past correspondence (2007-15) regarding planning and development at Orchard Park Farm but he was still most concerned about the number of infringements. Dr Tate added that the extent of the change over the past twenty years was substantial and evident in the aerial photos taken then and now. Dr Wilding reiterated that the planning committee has kept a close eye on this, sent letters, got enforcement involved when necessary and there was nothing further he felt the Parish Council could do at this stage. Mr Harden said he was concerned about the possible destruction of ancient woodland on the site. Dr Wilding said he was happy to pursue a specific point but not as a general enquiry as he felt that the Parish Council had raised its concerns continually over the years. Next time an infringement occurs, all agreed to get District Councillor Nick Thomas involved immediately to try and stop any further development.

Dr Wilding added there was currently one outstanding application for Old Hearne Farm which would be discussed at the planning meeting in February. Clerk to request an extension on the consultee deadline.

11/16 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Having previously circulated his report to all members, Mr Bonnett reported on the meeting the Highways committee had on 8th January. The extension to the parking area on the east side of the green had been carried out by John Simpson (£1,380). The work is solid and standing up well. Despite its success, the committee recommended that the parking area needed to be extended further back to maximise the parking area. Various options were discussed but it was decided that the parking should be extended by a further metre, the bank of earth removed and the hitching posts angled to encourage diagonal parking. All agreed and Mr Bonnett would ask John Simpson for a further quote for the additional works. At September's meeting approval had been given for £2,500 total spend on the project. Mr Bonnett added that the muddy area at the far end, opposite Jubilee Cottage, needed to be barred off with a hitching post and short white posts as elsewhere around The Green. John Clark has kindly offered to supply the necessary poles and rail and a working party will do the installation. Earth from the bank would be used to mound up the muddy area and evergreen shrubs could be planted once the work had been completed.

Mr Bonnett said that WSCC had given the licence for the new signpost at the top of the Green. Clerk explained there was a problem with the planning permission and she needed to submit further drawings, dimensions and proposed wording on each of the fingers to satisfy the planners. The committee proposed that the wording should read;

Finger one: Hillgrove/Northchapel/The Church

Finger two: Lickfold/Midhurst/Village Hall

Finger three: Roundhurst/Haslemere/Blackdown

It was agreed that the wording would be on both sides and the preferred wording on finger three should read: Haslemere/Blackdown via Roundhurst. Once planning permission has been received Mr Bonnett would contact J K Engineering for a new quote for the post and re-activate the project.

As far as the results of Operation Watershed were concerned the Committee felt that generally the work had been successful although drainage and flooding problems still remained in some places. Mr Jowett said that many of the drains just could not cope with the amount of rain and the sheer volume meant the drainage along

many parts of Jobsons Lane are just not big enough. It was generally agreed that the recent heavy rains were an exceptional test of the drainage around the Parish and as long as water had drained off the roads within about a day then there should not be too much concern or take any further action at this time. However in years to come, money will need to be spent on these problems.

Clerk stated that the Lickfold bridge survey had unfortunately been delayed due to the weather. However it was hoped that CBEC would start the survey within the next week or so once the water levels had subsided.

12/16 DOG LITTER BIN

Mr Harden suggested that the Village Green would benefit from a dog litter bin. The Clerk had contacted CDC but unfortunately their dog litter bin service is now at full capacity and they are unable to install and service any more dog bins. CDC are trying to encourage people to take their waste home with them or use the litter bins to dispose of dog waste as this is acceptable.

13/16 CRICKET PAVILION

Mr Cooper declared an interest in this item as Chairman of the Cricket Club.

Mr Cooper reported Anthony Crandon had taken a look and inspected the cricket pavilion for the Cricket Club. He had identified the main issue was the roof which he estimated alone would cost £9,000 to repair. The Cricket Club is responsible for the repairs and maintenance in its lease. It will be an expensive project overall and lots of fundraising and funding will be required. Mr Cooper asked that the cricket club be allowed to look at the survey first and bring their ideas to the next meeting. All agreed that both parties should have this information and as the landlord, the Parish Council should be given a copy of the survey and the estimated costs. It was agreed that the Clerk should write formally to the Cricket Club politely informing them that the Parish Council has noted that the pavilion is not in good order and is very concerned about its state and would like reassurance that the necessary repairs will be undertaken.

14/16 PLAYGROUND

Mrs Wood reported that all was very well at the playground. Richard Hancock had kindly replaced the spring on the gate. All is clean and tidy and the equipment in a reasonable state.

15/16 ALLOTMENTS

Mr Harden reported that a lot of rubbish is still being dumped at the allotments. He reiterated it was illegal to dump garden waste and rubbish. Clerk to submit another piece for the newsletter regarding the matter before individual letters are sent.

16/16 RIGHTS OF WAY

Mr Harden asked for an update on the rotten board on the stile on the footpath which leads from the Jubilee field and on the temporary bridge repair. Clerk to chase Nick Scott.

17/16 VILLAGE HALL LEASE

Mr Cooper and Mrs Wood declared an interest in this item as both members of the Village Hall Committee.

Mr Cooper had previously circulated a letter sent from the Village Hall Committee (VHC) to all members. The Parish Council is currently the leaseholder of the Village Hall and has formally tasked the VHC with the administration and running of it. The owner and freeholder of the Hall is held by the Diocese.

The VHC would like the village to own the freehold of the Hall and request that the Parish Council think about this and consider whether it would be prepared to hold the legal ownership.

In principle, the Parish Council agreed with the proposal that it would be preferable that the village owns the freehold of the Village Hall. Therefore the Parish Council approves that the Village Hall Committee should

proceed with the matter and negotiate with the Diocese via the Church Wardens as necessary. Clerk to write to the VHC.

Mr Harden requested to see a copy of the Village Hall lease. Clerk to action.

18/16 LRA

Dr Tate reported that both benches were now in place on the Jubilee field and secured, one being on the boundary of the car park and the other on the far side of the field. It had been agreed that the centre section would be mowed to a lower level this year and it is currently looking at how and where to locate a portable cricket net in the field.

19/16 ANNUAL PARISH MEETING 2016

It was agreed that the 2016 Annual Parish Meeting would be held on Thursday 14th April

20/16 SKIP DATES

Clerk confirmed that the skip would be coming to Lurgashall on Saturday 16th April.

21/16 CORRESPONDENCE

The Clerk spoke of the NE Parishes meeting which is due to be held on Thursday 21st January at 7pm at Petworth Town Council Offices should any Councillors wish to attend. She had received a letter from the Pension Regulator explaining that the law on workplace pensions has changed under the Pensions Act 2008. They ask that simply at this stage that the Parish Council nominate a contact. It was agreed that the Clerk be the nominated person.

22/16 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

23/16 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any other items to be included on the next agenda by Thursday 3rd March 2016

24/16 DATE OF THE NEXT MEETING

The next meeting will be held on Thursday 10th March 2016.

There being no other business, the Chairman closed the meeting at 9.35pm