

# **LURGASHALL PARISH COUNCIL**

## **DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL ON THURSDAY 15<sup>TH</sup> SEPTEMBER 2016**

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

In Attendance: Mrs H E Cruikshank (Clerk)  
County Councillor Janet Duncton  
District Councillor Nick Thomas  
There were two members of the public present.

The Chairman declared the meeting open at 7.30pm and welcomed all to the meeting.

### 88/16 APOLOGIES FOR ABSENCE

Apologies were received from Mr J Bonnett.

### 89/16 CODE OF CONDUCT

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

### 90/16 CO-OPTION OF COUNCILLOR

Mr Sean Hellett was co-opted as a Councillor. Clerk to send him all the relevant forms and documentation.

### 91/16 MINUTES OF THE LAST MEETING

The Minutes of the last Parish Council meeting held on Thursday 14<sup>th</sup> July 2016 were approved and signed by the Chairman as a true record. Dr Wilding had added the postcodes within the parish which would be encompassed in the fast broadband roll-out.

### 92/16 MATTERS ARISING

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

### 93/16 OPEN FORUM

There was one member of the public present. He spoke of his concern regarding the dangerous situation at the Lurgashall junction with the A283. He had spoken with the Clerk about this previously, as had many parishioners from both Lurgashall and Northchapel. WSCC Highways were informed and a quiet word was had with the farmer. The hedgerows and vegetation had been very overgrown but thankfully were trimmed just yesterday.

The member of the public said he was also pleased to report that the bushes at the junction of Dial Green had been cut back.

### 94/16 COUNCILLORS REPORT

District Councillor Nick Thomas reported that at present everything is quiet North of the Downs. The A27 consultation for the proposal for improvements to the Chichester by-pass continues until 22nd September with

five options proposed. There are two new members to the District Council but apart from that, there is nothing further to report as September is a fairly quiet month.

Any questions of a District nature, please feel free to contact Mr Thomas 01730 810837 or email [nthomas@chichester.gov.uk](mailto:nthomas@chichester.gov.uk))

County Councillor Janet Duncton suggested keeping an eye out in the local press for the up to date developments with the A27 over the next few weeks and months. As usual the County is still looking for foster carers so if anyone is interested there is more information available at [www.westsussex.gov.uk/education-children-and-families/adoption-and-fostering/become-a-foster-carer/](http://www.westsussex.gov.uk/education-children-and-families/adoption-and-fostering/become-a-foster-carer/)

West Sussex Fire & Rescue teams are now all being trained in the medical side too. Officers are trained so they are able to deal with medical situations until the ambulance arrives. All vehicles now contain defibrillators. A recent job advertisement saw over 1000 applicants for just 12 places. The successful candidates have a 14 week training programme which is all carried out in-house. The 2017/18 budget discussions are starting at County with millions needing to be saved so cuts will be inevitable.

Mrs Duncton continues to look after 11 parishes in the area and please do contact her regarding any County issues on 01798 342528 or email [janet.duncton@westsussex.gov.uk](mailto:janet.duncton@westsussex.gov.uk)

#### 95/16 FINANCE

Clerk had previously distributed Appendix 2 which included:

- a) A statement of the position of the Council's bank accounts as at 8<sup>th</sup> September 2016 incorporating details of cheques which needed to be issued, and which approval was sought.
- b) Budget Monitoring sheet as at 8<sup>th</sup> September 2016

The Council's current financial position at £30,008, bank account and budget monitoring sheet were noted.

The Clerk reported that the second instalment of the annual precept had been received at £7,250 as well as £250 from CDC for the grant for the Queen's 90<sup>th</sup> Birthday celebrations.

The members duly approved the payments for Lurgashall Village Hall (Queen's 90<sup>th</sup> Birthday event) @ £250, Miss A Grout (Half-yearly newsletter printing contribution and editor costs) @ £200, Dr Peter Wilding (Chairman's half-yearly allowance) @ £150, Mrs Helen Cruikshank (Clerk's July & August Salary & Exps) @ £665 and the annual donations 2016/17 to Lurgashall PCC (£375), Lurgashall Village Hall (£1,000), Lurgashall Cricket Club (£560 – contribution to annual mowing and mower sinking fund) and Lurgashall Recreation Association (£250). The Clerk added that she had received the external auditors invoice today from PKF Littlejohn LLP for £240 which was also approved for payment. She confirmed that the Annual Return 2015/16 had been given a clean bill of health. She would put up all the necessary regulation documentation onto the notice board and website.

The Clerk thanked Mrs Martin-Jenkins for carrying out the systems audit. Mrs Martin Jenkins thanked the Clerk for all her hard work.

#### 96/16 PLANNING

Clerk had previously distributed Appendix 3. Dr Wilding commented upon the following applications;

#### PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

##### SDNP/16/02975/LIS

**Location:** The Malt House High Hampstead Lane Lurgashall GU28 9ET

**Proposal:** Internal alterations, new entrance door to replace existing window and new window to replace door.

SDNP 16/02056/LDE

**Location:** Old Hearne Farm Jays Lane Lurgashall Haslemere West Sussex GU27 3BL

**Proposal:** Use of land as commercial equestrian.

SDNP/16/02085/TCA

**Location:** Well House High Hampstead Lane Lurgashall Petworth West Sussex GU28 9ET

**Proposal:** Notification of intention to crown reduce by 30% (height and widths) on 1 no. Hawthorn tree.

SDNP/16/02801/TCA

**Location:** Green Cottage High Hampstead Lane Lurgashall Petworth West Sussex GU28 9ET

**Proposal:** Notification of intention to crown lift to main crown break at about 6m (above ground level), crown thin by approx. 15-20%, crown reduce height by approx. 1.5-2m (to leave a final height of 9-10m) and reduce by approx. 4.5-5m (to leave a final crown spread of approx. 4.5-5m) on 1 no. Yew (T1).

SDNP/16/03065/HOUS

**Location:** Home Farm Fernden Lane Lurgashall GU27 3BU

**Proposal:** Demolition of conservatory and utility room, erection of orangery, 3 no. dormer windows, insertion of ribbon lantern, rebuilding of chimney, infill valley, glazed walkway, installation of lift and associated internal alterations.

DECISIONS RECEIVED FROM CDC/SDNPA SINCE LAST MEETING

SDNP/15/06172/HOUS

**Location:** Aldworth Farm (Formerly Beards Cottage), Jobsons Lane, Lurgashall GU27 3BY

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

**Decision:** Application Withdrawn

SDNP/16/02801/TCA

**Location:** Green Cottage, High Hampstead Lane, Lurgashall GU28 9ET

**Proposal:** Notification of intention to crown lift to main crown break at about 6m (above ground level), crown thin by approx. 10-15%, reduce height by approx. 1.5-2m (to leave a final height of 9-10m) and reduce north and east sectors by approx. 2m and reduce south sector by 2-3m on 1 no. Yew (T1).

**Decision:** Raise no objection

SDNP/16/02975/LIS

**Location:** The Malt House, High Hampstead Lane, Lurgashall GU28 9ET

**Proposal:** Internal alterations, new entrance door to replace existing window and new window to replace door.

**Decision:** Approved

SDNP/15/03306/HOUS and SDNP/15/03307/LIS

**Location:** Northurst Farm, Dial Green Lane, Lurgashall GU28 9HA

Proposal: Installation of new basement window to west facing elevation and ground floor of north facing elevation, canopy above existing door and increase in cill height to east elevation, new window to north facing single storey element. Replacement windows and internal alterations

Decision: Approved

SDNP/16/03065/HOUS

Location: Home Farm, Fernden Lane, Lurgashall GU27 3BU

Proposal: Demolition of conservatory and utility room, erection of orangery, 3 no. dormer windows, insertion of ribbon lantern, rebuilding of chimney, infill valley, glazed walkway, installation of lift and associated internal alterations.

Decision: Refused

Appeal Ref: APP/Y9507/W/16/3148177 (Application ref SDNP/15/05454/FUL dated 28<sup>th</sup> October 2015 refused 25<sup>th</sup> February 2016)

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

Decision: The appeal was allowed and planning permission is granted for erection of 2 detached dwellings and garages following the cessation of the current use and demolition and removal of all existing buildings and hard standings.

Breach of condition Notice reference – LG/12: Planning reference SDNP/15/00549/BRECON

High Hampstead, High Hamptead Lane, Lurgashall GU28 9EX

Chichester District Council considers that the condition in the planning application which states that no internal alterations should take place has not been complied with. Therefore it asks the person responsible for the breach to remove the plasterboard ceiling and all its constituent parts from the roof and make good any damage to the roof of the barn. This should be carried out within 3 months from the notice (3<sup>rd</sup> August 2016).

97/16 HIGHWAYS INCLUDING VILLAGE GREEN, OPERATION WATERSHED AND WINTER MANAGEMENT

Clerk reported that the signpost on the Village Green had been partially erected. Mr Cooper had placed some traffic cones around its base for safety as it was looking rather black. Mr Bonnett is due to speak to J K Engineering shortly to discuss the lettering on the fingers and timescales.

Clerk had been sent a draft copy of a proposed lease (with mentioned attached plan missing) for the Village Green from The Leconfield Estates. She had distributed this to Councillors prior to the meeting. It was agreed expert advice was needed and until a plan accompanying the draft lease was supplied, for now there was no point in discussing it. Any discussion on this would take place at the next meeting. Clerk to ask around other neighbouring parishes enquiring whether they have leases and what they pay if anything. Mr Harden said the green was a registered village green and common land which meant it has rights of its own and parishioners are entitled to use the green.

A meeting is planned with The Leconfield Estates on Tuesday 20<sup>th</sup> September at 10am to discuss parking and the proposed BT broadband box. Previous discussions and permission regarding the parking had been done verbally but there was no written agreement.

The salt bins in the parish have all been checked and are full. Clerk has fed this information back to WSCC Highways so there will be no need for them to be re-filled however they will all need breaking up before use.

WSCC Highways have confirmed that they are happy with the siting of the posts at Dial Green. The matter went through the WSCC Legal Services Team and all parties had a meeting on site. A compromise was reached that some of the posts would be moved back a metre from the edge of the road, others 450 mm from the

edge of the road and some were left as they were as they were deemed not to be on the highway. However, the Legal Team did say that although an agreement had been reached, circumstances may change in the future.

The Clerk updated the meeting on Lickfold Bridge survey. Operation Watershed funding for the project was a joint venture with Lodsworth Parish Council. Cbec the company instructed to do the work, split the scope of works into two projects as there was a cap of £5,000 for each Parish Council. The way that this got divided was that the field work related tasks (the ones that have been completed and now being invoiced to Lodsworth) and the modelling and reporting side of the project which rests with Lurgashall (those are being completed at the moment and have not yet been invoiced). Regarding the deliverables, Cbec are due to provide the outputs of the surveys, including the raw data files as well as a 3D surface they built of the valley and channel form by drop-box. As soon as this is available, the Clerk will let all Councillors know.

#### 98/16 LITTER COLLECTION

Mr Jowett suggested a parish wide litter/tidy up day. Mrs Martin Jenkins confirmed that CDC provide a quarterly clearance and in the past it was always a problem finding volunteers to help with litter collecting. Mr Jowett proposed the parish should possibly think about a self-help initiative in order to keep the parish clean and tidy. It was agreed to talk about this further outside of the meeting.

#### 99/16 VILLAGE HALL FREEHOLD

*Mr Cooper declared an interest in this item as a member of the Village Hall Management Committee (VHMC).*

Dr Wilding reported that Mr Clark had spoken with the Diocese to further discuss the possibility of the Parish Council acquiring the freehold of the Village Hall. He tried to get them to understand that the Diocese has no beneficial interest in the Hall, as it is only a Trustee. He also sent them a copy of his original paper on the history of the Village Hall. The Diocese is reflecting on this information and it is hoped a response will be received by the end of the month.

#### 100/16 CRICKET PAVILION

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

Mr Cooper raised concern over any new Village Green lease prohibiting sub-letting as it would mean a loss of income for the cricket club from the Sunday teams which could be detrimental to Lurgashall Cricket Club. He said it was important to protect the interests of the club.

Mr Cooper said the Cricket Club wants to start the Pavilion repairs as soon as possible. A donation of £3,000 has been requested from the Fete Committee, they are due to meet in November to discuss the distributions of the 2016 fete proceeds. Dr Wilding said that even a £5,000 donation would work out at only £200 per annum over 25 years so not a vast amount. The Cricket Club currently has enough money to start on the roof repairs so it is hoped that this will be done in the autumn months. Mr Harden suggested the pavilion should be re-named the Sports Pavilion.

#### 101/16 PLAYGROUND

Mr Cooper reported all was fine at the Playground. The spring on the gate keeps breaking and it keeps being mended. The Playground gets a lot of use and there are always children in there. All agreed it is a great asset to the village.

#### 102/16 ALLOTMENTS

Mr Sharp said the paths at the allotments were now marked out and the vacant plots had been weed-killed as had the fence. A digger was now required to deal with the piles of mud. Mr Sharp and Dr Wilding to meet on Monday at 6pm to discuss the next steps forward.

Big thanks were given to Mr Sharp for all his hard work with the allotments.

#### 103/16 RIGHTS OF WAYS

Mrs Martin-Jenkins reported that clearance works had been carried out in the parish and a much better job had been done than in previous years. Signposts had gone up on the footpath between Jobsons Lane and Hillgrove, hedge trimming and opening up stiles had greatly improved access.

#### 104/16 L.R.A

Dr Tate said that Canine Capers had successfully run once again with a few changes from the previous year. He gave thanks to Mr Harden for use of his electricity and water during the event. The entrance to the field has now been finished and with the Fittleworth stone provided by The Leconfield Estates, everyone agreed it looks very nice. The base for the cricket nets has been prepared and paid for by the L.R.A and the Cricket Club will in turn pay for the matting and nets. The base can also be used for netball or basketball. Dr Tate reported that there was to be an open meeting at the end of October for people wanting to set-up clubs to come along to. Further information regarding this would go out into the newsletter.

Dr Tate to give a copy of the minutes from the L.R.A AGM to the Parish Council.

#### 105/16 CORRESPONDENCE

Clerk said the last mobile skip visit is due in Lurgashall on Saturday 24<sup>th</sup> September, at the Village Hall Car Park between 10am and midday.

Clerk spoke of meetings and consultations being held over the next couple of months:

*North Chichester CLC meeting on Tuesday 27th Sept at South downs National Park offices in Midhurst at 7pm*

*All Parishes Meeting on Wednesday 28th Sept at East Pallant House buffet from 6pm, meeting starts at 7pm.*

*Two members allowed per parish.*

There is a new public consultation currently open for comment regarding additional airspace and new routing for Farnborough Airport. This will affect the parish and the surrounding areas. The proposals include lowering and extending the airspace further south. Although this concerns Farnborough Airport, any change to airspace will have an impact on other airspace users i.e. Gatwick. The public consultation closes at 7pm on Wednesday 2nd November 2016. The full consultation document is available to view at [www.consultation.tagfarnborough.com](http://www.consultation.tagfarnborough.com). Clerk to email Councillors with the information and put into the newsletter.

#### 106/16 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

#### 107/16 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Mobile Skip. Clerk to investigate costs associated with carrying on this service bi-annually paid for by the Parish Council.

Village Green Lease

#### 108/16 DATE OF THE NEXT MEETING

The next meeting is on Thursday 10<sup>th</sup> November. Clerk added that a Finance Meeting would be required in November to discuss the budget and precept 2017/18.

There being no other business, the Chairman closed the meeting at 8.55pm.