

NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a Meeting held at Northchapel Village Hall, On Monday 7th September 2015

Present: Councillors Mr Willie Poste (Chairman), Mrs Lynda Bell, Mrs Jan Glover, Mrs Sharon Holden, Mrs Gaye Jordan, Mr Paul Markides, Mr Daphne Trussler and Mr Stephen Wordsworth.

In attendance: Mrs Helen Cruikshank, Parish Clerk
District Councillor Nick Thomas

Comments and Questions from the members of the public:

There were no members of the public present.

- 1. Apologies for absence:** District Councillor Denise Knightley
County Councillor Janet Duncton held up at Loxwood Parish Council meeting

Clerk announced that Mrs Georgina Murphy has resigned as a Parish Councillor. There is now a vacancy for a Parish Councillor.

- 2. Declarations of Interest:** There were no declarations of interest.
- 3. Minutes:** The Minutes of the previous Parish Council Meeting held on Monday 6th July 2015 were approved as a correct record and signed.
- 4. Police report:** There were no Police in attendance. There was a report of an attempted break in to a garage so please all be vigilant and report anyone/anything suspicious on 101 or 999 in an emergency. Advice on security measures to property and machinery can be sought from the Police.
- 5. Reports from representatives of WSCC and CDC**

District Councillor Nick Thomas said that CDC was in good hands with Tony Dignum as its new leader, a total of 17 new Councillors with 5 onto the cabinet and was a well-led Council. He reported that the SDNPA draft local plan was out for consultation with the hope that it would finally be published in 2017. CDC's local plan had now been approved. The Crouchlands saga in Plaistow is still ongoing, with enforcement notices being issued by CDC which have since been appealed. CDC will stand their ground on unauthorised planning.

Any queries please do contact Nick Thomas nthomas@chichester.gov.uk or Denise Knightley dknightley@chichester.gov.uk

6. Working Party Reports

- Allotments, Village Green and Play Area:** Councillor Poste said there were currently three vacant plots at the allotments. One of the trees planted last year on the Village Green has died however the parish tree surgeon who planted it, has kindly offered to replace free of charge. This will be done later on in the year. Having received the ROPSA report, Playsafe Playgrounds had been instructed to quote for repairs. A quote for £1207 for the steel rope apparatus and £302 had been received. Clerk to obtain further quotes for comparison from other companies to ensure a good fair price is achieved. Councillor Poste added that the Willow tree in the Village Hall surrounds was being looked at by John Stemp; attention was needed to roots sticking up and tree-work to cut some of the lower branches.
- Footpaths, Hedges and Rights of Ways:** Councillor Trussler said she had walked Bridleway 566 in the parish and there were two trees down which were an obstruction. Clerk to report to WSCC.
- Planning:** Councillor Markides said all was very quiet.
- Village Hall:** Councillor Holden said the Village Hall was quiet with a few bookings.
- Housing:** The Parish Council had had a meeting with Holly Nichols (CDC) and Penny Rollinson (HOME group) where it had been suggested an evening workshop be held to find out villager's needs and requirements. Unfortunately at the moment, CDC do not have the manpower to run a workshop but as soon as they are back to being fully staffed, they are happy to participate. In the meantime, Holly Nichols has invited the Parish Council to have another meeting with her to discuss finer details of what is needed and explain how CDC can support this. Councillor Holden spoke of a house swap event which was being organised by Hyde Group on Monday 14th September 11am-2pm at East Pallant House where free housing and benefit advice

was on offer. It was thought that the event had been publicised at very late notice with no time for the parish to organise transport for those who might like to attend.

- **Winter Plan:** Councillor Poste had completed the salt/grit bin audit and all is in place for the forthcoming winter. The Moss family had once again kindly offered their services to help with snow clearance and gritting.
- **Northchapel Youth:** Councillor Bell said Dan Sneller, the youth co-ordinator had been away all summer but she would chase him for last term's exit report and an update on when the Purple bus will be returning to Northchapel.

7. BT Kiosk at Fisher Street

Clerk had received an update from Tim at Ralph Restorations regarding his thoughts on the BT kiosk. He had visited the site once again and chatted to the resident living adjacent to gauge the situation. Even without sorting out the drainage/flooding issues the cost of a full restoration will be in the region of £4200. He suspected that the above figure could be deemed to be way in excess of the benefit to the small isolated community there. A member of the Fisher Street Community who own the kiosk informed him that originally the vast majority of the residents had wanted to retain the box but it was felt that given its current state and the costs to restore, they would possibly decide it would be better to do away with it. As an alternative to a full restoration, costs could be cut considerably by just carrying out a basic restoration/repair. The box would still look good although it would require more regular maintenance to keep it looking good. Even the most basic restoration would still require a considerable amount of work as it would take several days to just thoroughly sand the existing paintwork, fully repaint it and re-glaze the box. The cost of this would start at about £2200 including parts for the most basic specification and increasing if a higher spec was desired.

The Parish Council agreed that the costs could not be justified to be spent on such a project. However it was thought the Kiosk should be kept and not removed.

8. Diddlesfold Farm

Clerk had received an update from Northchapel Limited (owners of Diddlesfold Farm) where they confirmed that they are seeking to dispose of a block of arable land though they have made a conscious decision to retain a small parcel of land immediately to the rear of Valentines Lea. They are happy to retain this in the long term and are very interested to hear the outcome from the possible housing needs survey in the parish.

Concern was raised with regard to forestry tracks being formed on land behind Christmas Cottage. Clerk to find out who owns this land and investigate.

9. SDNP Consultation

The SDNPA's draft local plan is out for consultation from 2nd September to 28th October. Councillors Bell and Trussler are due to attend a workshop to find out more about this and there are roadshows taking place throughout the National Park. More information is available on the consultation website www.southdowns.gov.uk/localplanconsultation or dropping into the South Downs Centre in Midhurst or phoning 01730 814810. SDNP are encouraging everyone who cares about the National Park to comment on their local plan which includes future housing proposals.

10. Southern and Scottish Energy

Clerk had been contacted by the Customer and Community Advisor for Southern Electric Power Distribution (SEPD) in the Petersfield Depot area. She is part of a team challenged with improving and tailoring the way they communicate with and support customers, within the communities they serve. She offered to come along to a meeting to discuss her role and SEPD's approach to community resilience. The Parish Council agreed it would be beneficial to invite her to the next meeting. Clerk to organise.

11. Financial Matters

- The Council's current financial position @ £37,576 was noted.
- The Bank reconciliation as at 15th August 2015 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including CCP Groundcare @ £650.40, Mrs Helen Cruikshank (Clerk's General Exps Q2 2015/16) @ £69.80, WSCC (Clerk's August 2015 Salary @£427.28) and Mrs Lynda Bell (Reimbursement of flower bed mtce and allotment tidy up by Mr Bufton @ £45)
- It was agreed that Councillor Bell be added as a signatory for Northchapel Parish Council bank accounts.

12. Reports back from meetings attended by Councillors

There had been no recent meetings due to the summer holiday break.

13. Clerks Report

The Clerk said there were several meetings coming up in the next month or so. She thanked those who had volunteered to attend and asked that any others let her know if they would like to also go so she could RSVP on their behalf.

- South Downs National Park workshop - Thursday 10th September at Pulborough Village Hall 6.30pm-9,30pm
- North Chichester CLC meeting - Tuesday 29th September at Duncton Village Hall 7pm
- All Parishes on Weds 30th Sept at 7pm (buffet from 6pm) at East Pallant House
- Chichester District Association of Local Councils meeting - Monday 12th October at Boxgrove Village Hall at 7pm
- AiRS AGM - 29th October 2015 at 5pm in Lewes Town Hall
- Petworth Police Neighbourhood Panel Meeting - tbc
- SALC/Police Community Warden proposals - 8th October 2-4.30pm Lodge Hill, Pulborough

14. Items to be included on the next agenda

Councillor Vacancy/ Co-option
Celebrating the Queen's 90th Birthday

15. Date of next meeting

MONDAY 2nd November 2015 at 8PM at the Village Hall.

16. Confidential Items

It was agreed that Northchapel Parish Council should join the Local Government Pension Scheme, as administered by WSCC and all employed members of staff will be given the opportunity to join.

The Chairman closed the meeting at 8.45pm

Signed

Date