



NORTHCHAPEL PARISH COUNCIL
DRAFT Minutes of a Meeting held at
Northchapel Village Hall on Monday 6th November 2017 at 8pm

Present: Councillors Mrs Lynda Bell (Chairman), Mrs Janis Glover, Miss Laura Green, Mrs Sharon Holden, Mrs Gaye Jordan, Mr Robert Moss, Mrs Daphne Trussler and Mr Stephen Wordsworth

In attendance: Mrs Helen Cruikshank, Parish Clerk
County Councillor Janet Duncton
District Councillor Nick Thomas
There was one member of the public in attendance.

67/17 Apologies for absence: There were no apologies.

68/17 Declarations of Interest: There were no declarations of interest.

69/17 Minutes: The Minutes of the previous Parish Council Meeting held on Monday 4th September 2017 were approved as a correct record and signed.

70/17 Co-option of Councillor

The Chairman announced that there was a vacancy to fill following the resignation of Simon Arnold. One of the candidates who had attended the last meeting had withdrawn her application and another was unable to attend the meeting tonight due to work commitments. Following a confidential vote, the Chairman announced that Alex Baker was to be co-opted as Parish Councillor and was pleased that Northchapel now has a full council. Clerk to email him all the necessary documentation.

71/17 Reports from the District and County Councillors

District Councillor Nick Thomas reported that District news was currently all very Chichester based with the A27 and the Southern Gateway development dominating. He announced that the Crouchlands Biogas appeal against the refusals to grant retrospective planning for the unauthorised extension has been upheld by the planning inspectorate. Although Crouchlands Biogas has gone into administration, it has been instructed to reduce to its 2007 size.

Any queries of a District nature, please do not hesitate to contact Nick Thomas nthomas@chichester.gov.uk or 01730 810837.

County Councillor Janet Duncton reported that the WSCC Highways contract is currently out for tender with a final decision due to be made in March with a start time of July 2018. It is an on-going process at County to tighten belts and find different ways to do things in order to save money. She impressed that there would be no closures of the 36 libraries and County are trying to find other organisations to share library space. She spoke of the new Community Green Offer (CGO) which is piloting across the Chichester District. It has been developed with the aim of assisting Parish Council and Community Groups to volunteer to undertake a range of work, important to communities and will help maintain the highway and improve the street scene in the local area.

The CGO includes:

- access to training
- the loaning of tools and other equipment (tool library is located in Midhurst)
- insurance cover (subject to certain conditions)
- support from the area highways teams

Expressions of interest from the parish are invited to be made via active.communities@westsussex.gov.uk

Any issues of a County nature then please do not hesitate to contact Janet Duncton on janet.duncton@westsussex.gov.uk or 01798 342528.

72/17 Working Party Reports

- **Allotments:** Councillor Bell reported that Mr Poste, the allotment manager was pleased as all allotment plots were now taken. The allotment hedge had not yet been cut but was due to be done shortly. Everything else at the allotments is fine.
- **Village Green:** Councillor Jordan said that CCP Groundcare continue to cut the grass in the parish and clear leaves. Dog fouling seems to be less of a problem at the moment. The crocus bulbs have been planted around the top of the green and at the school by the Haslemere Rotary Club. A J Stemp has looked at the trees at the top of the green and advised that a light trim is required to keep the lowest branches out of reach of children. One of the new plants needs a trim round the base, and one tree further down the pitch side some lower branches removed to facilitate mowing. He has quoted £220 to do this work including removal of dead work. Any other problems encountered will be referred to ourselves and dealt with them on the day. The ash tree die-back may well affect other trees around the village hall but will not be known until the spring.
- **Play Area:** Councillors Trussler met with Playsafe Playgrounds, went through the ROPSA report and picked items needing attention. Playsafe Playgrounds will come back with quotes for this including repairs to the adventure trail and timber multi-play plus improvements to the chequered area under the swing and to power clean the house, rocking horse and see-saw. Furthermore Playsafe are going to suggest a replacement piece of equipment for the distorted tunnel. All agreed it would be good to get the playground in a better state for the spring.
- **Footpaths, Hedges and Rights of Ways:** Clerk to email the WSCC ranger enquiring when the parish routine inspection was carried out and when the works following this will be done. Councillor Bell thanked James Bloor for all his help in maintaining The Creek. Clerk to write and thank him formally.
- **Planning:** Councillor Wordsworth said there was one outstanding planning application for Gastons Farm, Shillinglee with a proposal for an enhancement to existing driveway to allow for agricultural use which would be discussed after the meeting tonight.

Since the last meeting in September, the following applications had been discussed by the Parish Council:

SDNP/17/05111/FUL

Location: School House Farm, Northchapel

Proposal: Demolition of modern barns; change of use, conversion, repair and restoration of Victorian barns to create 7 residential dwelling houses, with associated parking, landscaping and bin stores

SDNP/17/04614/HOUS

Location: Woodstock Valentines Lea Northchapel Petworth West Sussex GU28 9HY

Proposal: Conversion of an existing covered area at the rear of existing property to a kitchen

Since the last meeting, Chichester District Council/South Downs National Park has made the following decisions:

SDNP/17/02582/HOUS

2 Pipers Cottages Pipers Lane Northchapel GU28 9JZ

Single storey extension to the rear of the property. Removal of an existing outbuilding and its replacement with a double garage

Decision: Approved

SDNP/17/04593/DCOND and SDNP/17/04521/DCOND

Southview A283 Luffs Meadow to Pipers Lane Northchapel Petworth West Sussex GU28 9HW

Discharge of conditions 3 and 4 of permission SDNP/16/05889/LIS

Decision: Approved

SDNP/17/03272/PRE

10 Luffs Meadow Northchapel Petworth West Sussex GU28 9HN

Construction of single storey extension

Decision: Pre-application advice completed

SDNP/17/03447/DCOND

Stillands Shillinglee Road Shillinglee Northchapel Godalming West Sussex GU8 4SX

Discharge of conditions 7 and 8 from planning permission SDNP/16/04550/FUL

Decision: Application determined

SDNP/17/03490/FUL

Grove End Farm Hillgrove Lane Northchapel GU28 9EN

Change of use of domestic building to holiday let accommodation

Decision: Application withdrawn

SDNP/17/04375/PRE

Elmtree Cottage Fisher Street Northchapel Petworth West Sussex GU28 9EL

Repair and replacement of windows, construction of 1 no. rear dormer window, repairs to outbuilding and external alterations

Decision: Pre-application advice completed

SDNP/17/04897/TCA

April Cottage A283 Pipers Lane to Valentines Lea Valentines Hill Northchapel Petworth West Sussex GU28 9HW

Notification of intention to fell 1 no. Cypress/Leylandi tree (A)

Decision: Raise no objection

SDNP/17/04614/HOUS

Woodstock Valentines Lea Northchapel Petworth West Sussex GU28 9HY

Conversion of an existing covered area at the rear of existing property to provide a kitchen

Decision: Approved

Concern was raised regarding cars for sale in the layby at the top of the green and roadside on the entrance to Valentines Lea which were causing problems for road users. Clerk to investigate the problem. Councillor Green said there had been several break-ins in the village recently and Councillor Trussler reported her caravan was stolen along with two others locally in secure storage on the same night. Please be vigilant at all times and report anything suspicious to the Police on 101 or 999 in an emergency.

- **Village Hall:** Councillor Holden said there was nothing to report, bookings carry on to come in.
- **Housing:** Councillor Holden said the biggest problem is contacting Hyde and Home with issues. She had pointed a parishioner in direction of CDC with a problem recently.
- **Winter Plan:** Councillor Moss reported the additional salt requested had been delivered by WSCC and the new grit bin for the village hall car park was now in situ and full of grit in preparation for the winter.
- **Northchapel Youth:** Councillor Bell reported the Purple Bus has returned to Northchapel for the remainder of the term at late notice. The team is very keen to engage with the young people of Northchapel on Mondays 7-9pm at the Village Hall Car Park. It is hoped lots will participate in the sessions as they have been very well attended in the past.

73/17 Fisher Street Traffic Speed

(This was discussed prior to working party reports to enable the County Councillor to comment)

Councillor Wordsworth reported that in Surrey, the A283 is subject to speed limits (variously 30/40/50 mph) for its entire length from Milford to the boundary with West Sussex. Then just short of the county line, heading south into West Sussex up Cripplecrutch Hill, the road is de-restricted. Immediately after the de-restriction sign, there are two dangerous junctions: the junction with the B2131 from Haslemere and the Fisher Street crossroads. For drivers coming from Haslemere, wishing to turn onto the A283, the sight lines are extremely poor, as the A283 slopes away on both sides. Most recently at the Fisherstreet crossroads, on Sunday 15 October, two vehicles collided. Multiple emergency vehicles were present and the road was closed (Surrey police attended). The driver of one vehicle was seriously injured and had to be cut from his car and evacuated by air ambulance. On 17 October, two other cars collided; the damaged vehicles were left at the roadside for some time. The lack of a speed limit has a clear effect on driver behaviour. It is common to see southbound drivers accelerating to overtake on the long curve of Cripplecrutch Hill, often reaching very high speeds. On some occasions, they are still on the 'wrong' side of the road as they approach the Fisherstreet crossroads. Similarly, northbound drivers seem to see the section through the crossroads and up the hill, approaching the B2131 junction, as their last chance to overtake before they reach the speed-restricted section in Surrey, and also drive very fast and dangerously. In addition to this, the side roads at the Fisherstreet crossroads are not speed-restricted. Coming from Shillinglee, the road is dead straight, which encourages fast driving, and the signage is basic. There is also other 'signage clutter', official and unofficial, at the junction itself. All agreed if nothing is done, there will be further accidents and sooner or later fatalities. Proposed measures to mitigate the risk were discussed including continuing the 50 mph speed restriction over the county line, as far as Northchapel, adding double white lines to the section from the county line to the Fisherstreet crossroads plus introduce a speed restriction and better signage on the side roads.

County Councillor Duncton said she would report all this back to Highways but encouraged Councillor Wordsworth or another member to attend the North Chichester CLC meeting on Tuesday 14th November to raise the issue direct with a WSCC Highways officer who was due to be in attendance and would be able to give advice.

74/17 Multi-Sports Court

Councillor Green reported she would like to grow the Sports Club and would like the village to have its own all-weather court which would enable this growth. A potential site has been identified adjacent to the Village Hall car park where the land has been levelled off. Clerk to investigate who owns the land and also to enquire with The Leconfield Estates. Councillor Green said the all-weather court could not only be used for stool ball and football team practice during the winter months but incorporate tennis and netball facilities with additional use available for the school.

75/15 SDNP Local Plan Consultation

It was agreed that individual comments would be submitted should Councillors and parishioners wish. The link to the website is <https://www.southdowns.gov.uk/final-chance-to-have-say-on-south-downs-local-plan/>

76/17 Village Christmas tree

Councillor Bell reported that given safety issues, large Christmas trees were not being used in villages and towns now. However the Half Moon Pub have kindly offered to site a tree on its tractor outside and electricity may be run from the inside. Clerk to investigate tree and light prices. In addition it was suggested that solar lights be put up on one of the trees on the Village Green during the festive season.

77/17 Church's 300 year celebrations

Councillor Trussler reported that there is a Church evensong service proposed for Sunday 22nd July 2018 along with other community celebrations planned over the week-end.

78/17 Financial Matters

- The Council's current financial position @ £47,459 was noted. The second and final instalment of the 2017/18 precept had been received @ £14,999.
- The Bank reconciliation as at 31st October 2017 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including CCP Groundcare (Grass Cutting) @ £1044 and WSCC (Clerk's October Salary and WSCC Payroll Admin charges) @ £527
- The 2016/17 Annual return came back from the External Auditors, PKF Littlejohn LLP with a clean bill of health. The notice of the conclusion of audit and the annual return papers have been displayed on the notice board and website.

79/17 Reports back from meetings attended by Councillors

Councillor Jordan had attended the All Parishes meeting in September which was interesting. There was a lot of talk about the CIL (Community Infrastructure Levy) which is the new development tax.

80/17 Clerks Report

Clerk said there are two dates for Councillors' diaries:

- Next North Chichester CLC meeting is Tuesday 14th November at 7pm at Hampers Green Community Centre (Councillor Wordsworth to attend)
- North East/West forum meeting is on Thursday 7th December at Lodsworth Village Hall

81/17 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Monday 1st January 2018

82/17 Date of next meeting

Monday 4th December 2017 at 8pm (precept only meeting)

Monday 8th January 2018 at 8pm

The Chairman closed the meeting at 9.15pm

Signed

Date