



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at Northchapel Village Hall on Monday 3rd September 2018 at 8pm

Present: Councillors Mr Alex Baker, Mrs Lynda Bell (Chairman), 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 were two members of the public in attendance.

The Chairman welcomed everyone to the meeting.

A member of the public spoke about the problem of the build-up of water in the area in front of the two cottages at the end of the village track when it rains. There is nowhere for the water to go and the green gets waterlogged. It was agreed that some prices for the drainage works should be obtained and it was suggested that some big stones be put on the edge of the green to prevent bad turning by large vehicles. Councillor Bell thanked him for raising the issue and she would contact him to discuss the best way forward.

PARISH COUNCIL BUSINESS

61/18 Apologies for absence: Apologies were received from Parish Councillor Jan Glover

62/18 Declarations of Interest: Councillor Green declared an interest in agenda item 53/18 as secretary of the Sports Club.

63/18 Minutes: The Minutes of the Parish Council meeting held on Monday 2nd July 2018 were approved as a correct record and signed.

64/18 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Duncton reported that West Sussex is one of the few counties where libraries haven't closed but libraries now need to be used for other things too. They are taking a fresh look at how they offer services to the community, including the library, children and family centre and registration services. County have many millions of pounds to be saved. The Highways contract for tender has been re-opened so for the meantime Balfour Beatty continues looking after our roads. Councillor Bell enquired whether the forthcoming road repairs to Shillinglee Road are being carried out at a cost to the Velo South organisers. Mrs Duncton said she would check this as normally any repairs are Balfour Beatty.

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

District Councillor Thomas reported that August is a quiet month at District and all is very Chichester centric with the Southern Gateway Development dominating the news. He commended the excellent management over the past year at CDC with resources even left in the kitty. Tomorrow sees the decision on the future of the Old Grange site in Midhurst. Locals are very much hoping for a supermarket.

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

65/18 Working Party Reports

- **Allotments:** There is currently just one vacant allotment.
- **Village Green:** Councillor Jordan reported that all seemed fine on the village green. Councillor Green said the grass appeared much longer on the pavilion side of the green compared to the rest of the area. The earth mound was almost gone and works to the pavilion completed. The goal posts were now on wheels and the pitch had been moved 10m down but the size had not changed, it just now leaves more room at the top of the green.
- **Play Area:** Councillor Green had gone through the ROSPA report and the issues raised all seemed to be general repairs. She would contact Playsafe Playgrounds for a quote for the play equipment maintenance repairs (including the play house, swing surfacing and see-saw) and to Straight Line fencing for a cost for fencing and gate repairs plus a replacement quote too. There was some concern about the mud underneath the rope swing so it was agreed to also get a quote from Playsafe Playgrounds for some Safamulch surfacing. Councillor Green would like to organise a working party to clean the play area and would advertise and promote this at the school and in the parish magazine.
- **Footpaths, Hedges and Rights of Ways:** Councillor Trussler had nothing to report. Councillor Bell reported that the footpath which leads behind Oaklea was very overgrown. She would send photos to the Clerk to report to WSCC. Any problems with rights of ways can be reported by any individual at <https://www.westsussex.gov.uk/land-waste-and-housing/public-paths-and-the-countryside/public-rights-of-way/report-a-problem-with-a-right-of-way/>
- **Planning:** Councillor Wordsworth said there were no outstanding planning applications in the parish. Since the last meeting in July, the following applications had been discussed by the Parish Council:

SDNP/18/03174/HOUS

Location: 10, Luffs Meadow

Proposal: Single storey front, side and rear elevations

SDNP/18/02746/HOUS

Location: 4, Cylinders Cottage, Fisher Street

Proposal: Erection of two storey extension to west elevation

SDNP/18/03340/LIS

Location: Garlands Farm, Piper Lane

Proposal: Dormer extension to south elevation

SDNP/18/03089/HOUS

Location: Laurel Cottage

Proposal: Proposed dormer to side facing roof slope

SDNP/18/03548/HOUS

Location: 1 Elm Cottages

Proposal: Timber clad garden office with natural finish

SDNP/18/02133/HOUS

Location: 10, Luffs Meadow

Proposal: Single storey front, side and rear elevations

SDNP/18/03573/FUL

Location: Grove End Farm, Hillgrove Lane

Proposal: Proposed change of use of outbuilding loft space and associated works to habitable

self-contained holiday let accommodation.

SDNP/18/00474/FUL

Location: Lower Diddlesfold Farm, Diddlesfold Lane

Proposal: Proposed demolition of 2 no agricultural cattle barns and the erection of a replacement L-shaped agricultural barn and stables, outdoor sand school, muck ramp refurbishment of an existing barn and associated landscaping. Change of use to a mixed agricultural use and private equestrian use.

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

SDNP/17/04004/FUL

Location: School House Farm London Road Northchapel GU28 9EG

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

Decision: Approved

SDNP/18/03548/HOUS

Location: 1 Elm Cottages

Proposal: Timber clad garden office with natural finish

Decision: Approved

SDNP/18/02746/HOUS

Location: 4, Cylinders Cottage, Fisher Street

Proposal: Erection of two storey extension to west elevation

Application Withdrawn

SDNP/18/03573/FUL

Location: Grove End Farm, Hillgrove Lane

Proposal: Proposed change of use of outbuilding loft space and associated works to habitable self-contained holiday let accommodation.

Decision: Approved

- **Village Hall:** Councillor Holden said there was nothing to report. Regular bookings continue.
- **Housing:** Councillor Holden said there had been lots of complaints about Hyde from tenants. Since the housing meeting with Home and CDC there had been no contact or apology received from Hyde. Clerk to contact CDC with concerns about Hyde's lack of communication.
- **Winter Plan:** Councillor Moss said a salt spreader was required to help when severe weather hits as parts of the village come to a standstill. It was decided a second hand one would be most worthwhile and Councillors Moss and Baker would search for a suitable piece of equipment. A budget of £1,500 was agreed.
- **Northchapel Youth:** Councillor Bell reported that the Purple Bus had finished its time in Northchapel at the end of the Summer term. She awaits the exit report but it is hoped the bus will return in 2019.

66/18 Velo South cycling event

Councillor Bell reported that the Velo South closed road cycle event is due to be held on Sunday 23rd September. She had attended a community engagement event at the end of July where the many access problems for residents of the villages on the route were raised. Since then the organisers have listened and there will be a manually controlled traffic light system at the Fisher Street junction to enable two-way access. However there is a very active Stop Velo campaign <https://www.stopvelo.com/>. Full details of the event and all

the road closures can be found on the Velo South website www.velosouth.com and the parish website <http://www.northchapel-pc.org.uk/>

67/18 Traffic calming measures in Northchapel (this was discussed before item 65/18)

A parishioner who is a parent governor at the school spoke of her responsibility for updating the school travel plan which had not been done since 2014. She had met with both WSCC and SDNP and there is potential for funding for traffic calming measures to improve the village as a whole. The plans must involve the wider community. There were several suggestions which included grey boxes, drop kerbs with crossing points, table tops (large speed bumps), a permanent crossing and white gates as you enter the village plus better signage for the school. She proposed putting in for a suite of measures for funding in the hope some would be achievable. With the number of school buses picking up in the village and the lack of lay-bys, the danger for pedestrians is even greater. It was suggested the Village Hall car park be used as a potential pick up point for students. Ideas are required to what people in the village want to see. A questionnaire would be going out to all families at the school.

Councillor Bell said that the speed of traffic had always been a great concern, not only in the village but at either ends of the parish too. Sadly there had not been much support in the past for safety improvements at the Fisher Street junction and County budget cuts meant very little had been done. She suggested a working party be set up to include both the school and the parish council to move the plan forward. Councillors Green and Trussler kindly agreed to take on this role and organise meetings with the school representative.

68/18 Multi-Use Games Area (MUGA)

Councillor Green reported she had met with five companies to discuss requirements and quotes for the project. The quotes received ranged from £55,000-£90,000 with various options; some for just the MUGA and some for the MUGA with outdoor gym equipment. There are lots of grants available for outdoor gym equipment so the decision will be opinion dependant. She is going to speak to villages who have had work carried out by each of the companies and then shortlist 3 out of the 5. Quotes can be decreased if ground work or soil removal is done locally. District Councillor Nick Thomas advised contacting CDC planning for some pre-planning advice and suggested getting in touch with Sarah Payman at CDC who has vast experience in this field.

69/18 Lest We Forget silhouettes

Two silhouettes had been ordered for the parish, one Tommy soldier and one nurse. Once delivered they would be sited on the village green and by the coal yard.

70/18 Financial Matters

- The Council's current financial position @ £32,090 was noted.
- The Bank reconciliation as at 26th August 2018 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and payment was approved for CCP Groundcare (August's Grass cutting) @ £1364

71/18 Reports back from meetings attended by Councillors

Councillor Bell had attended the Velo South engagement evening (see agenda item 66/18)

72/18 Clerks Report

Clerk reported on two forthcoming meetings:

- All Parishes meeting – Monday 8th October 7pm-9pm at East Pallant House. Councillor Trussler to attend.
- North Chichester CLC meeting – Tuesday 6th November at 7pm. Venue tbc

The community liaison representative from SSE would like to come to the next PC meeting and talk about the works happening between Fernhurst and Plaistow. SSE are connecting their primary sub-stations at Fernhurst and Plaistow. SSE also offered to provide a fortnightly update. Clerk to ask when the works are due to start in Northchapel and the timescales as there are already signs indicating preparation work has begun and without knowledge of some farmers.

73/18 Items to be included on the next agenda
MUGA

Please inform the Clerk of any items to go on the agenda by Monday 29th October 2018

74/18 Date of next meeting
Monday 5th November 2018 at 8pm

The Chairman closed the meeting at 9.20pm

Signed

Date