



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at Northchapel Village Hall on Monday 5th November 2018 at 8pm

Present: Councillors Mr Alex Baker, Mrs Lynda Bell (Chairman), Miss Laura Green, Mrs Sharon Holden, Mrs Gaye Jordan and Mrs Daphne Trussler

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

The Chairman welcomed everyone to the meeting.

Andy Griffiths, the community liaison representative from Scottish Southern Electricity Networks (SSEN) spoke about the works happening between Fernhurst and Plaistow linking SSE two primary sub-stations. Work is on-going on the £7.3m project to install 20km of underground electricity cables by the contractors, Dirkins. When completed it will make supplies to 6,800 customers more robust, reliable and minimise the risk of power cuts as the “tree route” will be alleviated. The cable route takes in a combination of public roads and private land. Many fields have been stripped. For safety of road users and staff working on site, local roads have been closed for some time. Lickfold Road will be closed until Christmas and then the road from The Lickfold Inn to the Winery will be closed for 6-8 weeks in the New Year. Andy clarified that some of the works are being carried out close to Crouchlands and their project is unrelated to the Biogas operation. SSE’s site at Plaistow is not new, they are upgrading the existing supply and apparatus within the same site. The final connection will be in Spring/Summer 2019.

Councillor Baker said unfortunately the contractors made a mistake on his land early on, removing 20 or 30 mature trees and leaving a 17m gap. Fortunately following this, the rest of the fields in Northchapel were not stripped and are recovering much more quickly.

Andy Griffiths left the meeting at 8.20pm

A member of the public spoke in relation to agenda item 80/18. He said there had never been a water problem previous to the ditch being put in, in front of the hedge. Furthermore the track is much wider than it used to be and the residents have no right to park on the village green. The Chairman thanked the parishioner for his comments and said that the Parish Council is in dialogue with the resident.

PARISH COUNCIL BUSINESS

75/18 Apologies for absence: Apologies were received from Parish Councillors Robert Moss and Stephen Wordsworth

76/18 Declarations of Interest: Councillor Green declared an interest in agenda item 81/18 as secretary of the Sports Club. Councillor Holden declared an interest in agenda item 79/18 Play Area as an employee of Straight Line Fencing.

77/18 Minutes: The Minutes of the Parish Council meeting held on Monday 4th September were approved as a correct record and signed.

78/18 Reports from the Chichester District and West Sussex County Councillors

District Councillor Thomas reported the Crouchlands site had been completely cleared, just leaving the lagoon to be emptied. CDC's local plan was currently having its 5 yearly review. The SDNP local plan is due to be published next year. Mr Thomas spoke of the social prescribing initiative which enables GP's and nurses to be able to refer people to local, non-clinical services. He stated he would be standing once again for District Councillor in the May elections.

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

There was no County Councillor report.

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

79/18 Working Party Reports

- **Allotments:** There was nothing to report at the allotments.
- **Village Green:** Councillor Bell reported the green has had its last major cut of the season and was still looking good. The ditches would be cleared and all leaves removed in a few weeks. It was agreed to keep a close eye on the state of the green opposite the school.
- **Play Area:** Councillor Green had received a quote for the play area maintenance repairs from Playsafe Playgrounds totalling £3,532. She would get other competitive quotes for comparison. Councillor Holden presented the Straight Line quote for the fencing and gate repairs at £1,627 plus VAT. She also presented a price for new bar bow top fencing @ £4,898 plus VAT galvanised, £5,830 plus VAT galvanised and PPC black. These prices exclude labour. Councillor Holden would provide a full quote for replacement fencing at the next meeting and the Clerk would try and get other quotes in line with financial regulations. She would also look into whether there are any grants available to help with this. Councillor Green said the play area clean up session had been successful and the shelter would be pressured washed soon.
- **Footpaths, Hedges and Rights of Ways:** Complaints had been received regarding dog fouling on the footpath leading to the Creek, outside of the shop and the 4x4 garage. Councillor Holden said she would speak to the dog warden and ask for some laminated posters which she would put up. The Clerk had reported the broken pavement outside of the school to WSCC. Clerk to chase WSCC on the progress on the overgrown footpath which leads behind Oaklea. Thanks were given to the residents down at The Creek for their work in clearing the footpath.
- **Planning:** The Clerk said there were two outstanding planning applications in the parish which would be discussed after the meeting tonight:

SDNP/18/04759/HOUS

April Cottage A283 Pipers Lane to Valentines Lea Valentines Hill Northchapel GU28 9HW
Erection of timber framed garden room to rear of the dwelling on footprint of existing garage.
Conversion of front lawn to driveway and extension of garden area.

SDNP/18/05485/LIS

Peacocks Farm Pipers Lane Northchapel GU28 9JB
Proposed through-floor lift.

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

SDNP/18/04244/HOUS

Fressingfield A283 Luffs Meadow to Pipers Lane Northchapel
Two storey and single storey extensions with internal alterations. |
Decision: Application withdrawn

SDNP/18/03340/LIS

Garlands Pipers Lane Northchapel GU28 9JB

Dormer extension to south elevation.

Decision: Application withdrawn

SDNP/18/04264/DCOND

Fisher Hill House Fisher Street Northchapel GU28 9EJ

Discharge of condition 6 of permission SDNP/16/05170/LIS

Decision: Approved

SDNP/18/03548/HOUS

2 Lilac Cottage A283 Hillgrove Lane to Luffs Meadow Northchapel GU28 9HL

Installation of a single vehicle access dropped kerb and removal of garden wall.

Decision: Application withdrawn

SDNP/18/03089/HOUS

Laurel Cottage A283 Hillgrove Lane to Luffs Meadow Northchapel GU28 9HL

Proposed dormer to side (north elevation) facing roof slope.

Decision: Approved

- **Village Hall:** Councillor Holden said there was nothing to report.
- **Housing:** Councillor Holden reported there had been no response from Hyde. Not so many housing complaints had come her way since the last meeting.
- **Winter Plan:** The Clerk said Northchapel's Winter Community Plan had been submitted to WSCC. Councillor Baker had purchased a second-hand salt spreader @ £1,150 as agreed at the last meeting. Clerk said that Councillor Moss had sent thanks to Councillor Baker for finding a spreader which was perfect to suit the parish's needs for the winter months.
- **Northchapel Youth:** Councillor Bell said she had chased and chased for the exit report to no avail. Information on the project can be found at <https://www.westsussex.gov.uk/education-children-and-families/your-space/life/youth-hubs-and-mobile-centres/the-purple-bus/> or on Facebook.
- **Village Road Safety Project:** Councillors Trussler and Green had met with the school representative. She is currently trying to get a survey out in line with road safety week to find out how people get to school etc. It is hoped to get in touch with all the surrounding schools who have buses which pick up and drop off in the village, to identify the designated spots and try and solve the chaos and dangerous parking at these times. The school patrol signs are now working. Ideas suggested to help with safety include: installing a proper crossing, reinstating the bus layby, putting in solid white lines throughout the village and reducing the village speed limit.

80/18 Village Green Track Drainage Works

Following on from the last meeting, Councillor Bell had spoken with the owner of 2 Vine Cottages with regard the drainage issue outside of the property and the deed of grant of rights of way over the village green. Mr Poste had kindly mapped out the current drainage on the village green. Two quotes had been received for the works, M R Whittington Building Contractors @ £3,190 and CCP Groundcare @ £2,780 (both plus VAT). The deed states that the Parish Council is under no obligation to repair or maintain or carry out any works to the access way. The Parish Council has maintained the track in the past.

This matter was discussed and it was agreed that as this issue is a specific problem outside an individual's property, the parish council feels if the works are to be done then the owners must fund it themselves.

Councillor Bell said she would go and speak directly to the owners to explain the decision.

81/18 Multi-Use Games Area (MUGA)

Councillor Green reported that she had been in contact with Sarah Payman at CDC who said that everything had been done which she would have advised. Following the positive response from the survey, Councillor

Green was looking into grant options available to support the project. She had met with John Saunders at CDC's planning department regarding the positioning and the pre-app which would be submitted soon so progress is being made. The Sports Club would fund the pre-app @ £72. She has gone back to the five companies who quoted, ruling some out following her discussions with John Saunders. Green metal type surrounds are more preferable to wooden. Councillor Green would contact The Leconfield Estates once again to explain the proposal and gain approval.

82/18 Village Christmas tree

It was agreed to have a Christmas tree once again outside the Half Moon pub. Councillor Baker kindly offered to source a tree, it was agreed to have a slightly larger one than last year.

83/18 Financial Matters

- The Council's current financial position @ £43,581 was noted. The second instalment of the precept 2018/19 had been received @ £14,999.
- The Bank reconciliation as at 30th October 2018 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and payments were approved for Business Stream (allotment water) @ £110.70, CCP Groundcare (September's Grass cutting) @ £1364, WSCC (Clerk's Sept salary and payroll admin charges) @ £541, Mrs Helen Cruikshank (General Exps Q2) @ £80, CCP Groundcare (October's Grass Cutting) @ £948 and Hillgrove Stud Farm (Reimbursement of salt spreader) @ £1,150

84/18 Reports back from meetings attended by Councillors

Councillors Trussler and Jordan had attended the All Parishes Meeting in September. Sussex Police are encouraging residents to report all offences as there has been an increase problem with poaching and rural car park crime. **Be vigilant and report all incidents however small.**

85/18 Clerks Report

Clerk reported on two forthcoming meetings:

- North Chichester CLC meeting – Tuesday 6th November at 7pm at Tillington Village Hall
- SDNP Workshop – Thursday 29th November at Midhurst Rother College 6.30-9.30pm. Councillors Jordan and Bell to attend.

86/18 Items to be included on the next agenda

MUGA

Litter problem

Fisher Street BT kiosk

Please inform the Clerk of any items to go on the agenda by Tuesday 1st January 2019

87/18 Date of next meeting

Monday 3rd December 2018 at 8pm (Precept & Finance only meeting)

Monday 7th January 2019 at 8pm

The Chairman closed the meeting at 9.30pm

Signed

Date