



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at Northchapel Village Hall on Monday 4th March 2019 at 8pm

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

In attendance: Mrs Helen Cruikshank, Parish Clerk
County Councillor Janet Dunton

The Chairman welcomed everyone to the meeting.

There were no members of the public in attendance.

PARISH COUNCIL BUSINESS

15/19 Apologies for absence: Apologies were received from District Councillor Nick Thomas and Parish Councillors Janis Glover, Daphne Trussler and Stephen Wordsworth.

16/19 Declarations of Interest: Councillor Green declared an interest in agenda item 20/19 as secretary of the Sports Club. Councillor Holden declared an interest in agenda item 19/19 Play Area as an employee of Straight Line Fencing.

17/19 Minutes: The Minutes of the Parish Council meeting held on Monday 7th January 2019 were approved as a correct record and signed.

18/19 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Dunton reported on several WSCC recent initiatives; The Better Broadband Scheme, The Free Slipper swap and the Super Six Challenge. The County Council is investing heavily in a number of initiatives to help prevent falls. Falls related injuries accounted for over 4,700 emergency hospital admissions in West Sussex last year and it is an issue that seriously needs addressing. Help us prevent falls by spreading the word about the Slipper Swap events that are taking place in selected libraries throughout March. We want to encourage our older residents to trade their old worn-out slippers for a brand new pair which are especially designed to help prevent falls. The dates, times and venues are as follows:

- Bognor Regis Library on Wednesday 13 March (10am - 2pm)
- Durrington Library on Friday 15 March (10am - 2pm)
- Chichester Library on Thursday 28 March (10am - 2pm)
- Crawley Library on Friday 29 March (10am - 2pm)

Encouraging older people to do regular gentle exercise can also prevent falls. Our Super Six booklet explains how to do six simple strength building exercises that improve balance. See WSCC website for details.

Janet also reported on the good news that WSCC has kept the Operation Watershed funding in its budget for 2019/20 as well as the Fire Break and the Safe Drive Stay Alive campaign for students and new drivers. WSCC has £6m extra to help maintain roads.

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

In District Councillor Thomas' absence, the Clerk read out his statement; I very much regret I cannot make this meeting. It would have given me the chance to say how much I have appreciated the excellence of the Parish

Council over this past 6 years. Our former M.P Andrew Tyrie told me he thought Northchapel, a well ordered and content community. I fully concur with his view. Please pass this with my thanks to the whole PC. Any queries of a District nature, please do not hesitate to contact Nick Thomas nthomas@chichester.gov.uk or 01730 810837.

19/19 Working Party Reports

- **Allotments:** There is one vacant plot. Clerk will be liaising with the Allotment Manager and sending out the new season invoices over the next month.
- **Village Green:** Councillor Bell gave thanks to Councillor Moss for reinstating the ditch opposite the school.
- **Play Area:** Councillor Green said comparison quotes for the play area repairs were due in this week. The monkey bars had been noted as being quite wobbly so she would keep an eye on these and add them to the list of repair work to be carried out. Clerk had received one comparison quote from Jacksons Fencing for £10,173. It was agreed to wait until the end of the week to see whether the third quote comes in and discuss via email.
- **Footpaths, Hedges and Rights of Ways:** Councillor Bell reported the footpath running at the back of Oaklea had finally been cleared. Concern was raised to a fingerpost on FP824 by Brookside House leading down to Creeks Cottage which has been moved. Clerk to contact the WSCC ranger.
- **Planning:** There is one outstanding planning application in the parish. Councillor Bell reported that there had still been no decision on Lower Diddlesfold Farm. No applications had been discussed since January's meeting. Chichester District Council/South Downs National Park has made the following decisions on/given advice on:

SDNP/18/06340/PRE

Northchapel Village Hall Pipers Lane Northchapel Petworth West Sussex GU28 9JA

Construction of multi-use games area.

Advice provided

SDNP/19/00181/DCOND

Northchapel Post Office and Stores A283 Hillgrove Lane to Luffs Meadow Northchapel GU28 9HL

Discharge of condition 3 of permission SDNP/14/06286/FUL.

Decision: Approved

SDNP/19/00182/TCA

3 Sandrock Cottages A283 Hillgrove Lane to Luffs Meadow Northchapel GU28 9HL

Notification of intention to prune (reduce crown) back to previous pollard points, remove all epicormic growth and to remove deadwood on 1 no. Hornbeam tree (T1).

Decision: Raise no objection

SDNP/18/06535/HOUS

Northchapel Post Office and Stores A283 Hillgrove Lane to Luffs Meadow Northchapel GU28 9HL

Removal of existing brick pillar and door to widen garage entrance door to accommodate 2 no. parking spaces.

Decision: Approved

- **Village Hall:** Councillor Holden said the hall bookings were quite busy and all was good.
- **Housing:** Councillor Holden said there was nothing to report. A couple of properties were still empty. Clerk to contact Hyde regarding permission for a dropped kerb on one of its properties on Pipers Lane.
- **Winter Plan:** Councillor Moss reported he had used the salt spreader during the icy weather and it had worked well.
- **Northchapel Youth:** Councillor Bell reported that it had come to her attention that in December 2018, the Purple Bus was transferred to Sussex Clubs for Young People (SCYP) from

WSCC who had withdrawn its support. SCYP has agreed to raise funds to continue delivery across Horsham and Chichester Districts. Both district councils have agreed to funding for the financial year 1st April 2019 to 31st March 2020. They have appointed a team manager, Keely Hardy, and recruited youth workers to support a programme of detached and outreach work and since the start of January we have continued under a transition arrangement this terms delivery in Horsham District. It is clear that the Purple Bus requires significant maintenance and improvement. SCYP are in the process of purchasing smaller vehicles to increase flexibility and to allow us to dispose of the current vehicle which is becoming expensive to maintain. During the transition of service to SCYP they are reaching out to parishes across the districts to understand their needs and what they would like to see in future. They have offered to attend a Parish Council meeting. All agreed this was a good idea and the Clerk should invite them along to the Annual Parish Meeting in April.

- **Village Road Safety Project:** Councillor Green reported that nothing further had been done on this, the travel plan surveys had not yet been sent out from the school. However she had contacted schools whose buses drop off and pick up in the village and she concluded their timings should mean they do not clash but they do which is causing danger for pedestrians. Seaford College is happy to discuss and move its pick up to a more convenient and safer place. The MRC bus picks up at the Primary School and on the main road which it must adhere to as it is also a public service bus. It was agreed it made sense to re-locate the Seaford College pick up to the Village Hall car park as it was thought all those who used this were delivered by car.

20/19 Multi-Use Games Area (MUGA)

Councillor Green reported that the pre-app advice had been very favourable from CDC/SDNPA. Lots of assessments and surveys were now needed which would cost @ £3,000. The Sports Club have £1-1.5K of this and it is hoped the remaining can be found through crowdfunding or advance sponsorship. Then it is a case of starting to raise the money for the project itself.

21/19 Fisher Street BT Kiosk

Councillor Bell said she had spoken to a couple of Fisher Street residents who said the kiosk was used as a landmark but understood that precept money could not be used to refurbish and maintain it. After some discussion, it was agreed the kiosk should be removed. Clerk to inform The Leconfield Estates of the decision as it is thought the kiosk is sited on their land. Councillor Baker kindly offered to remove the kiosk and sell it with proceeds going to the MUGA project. Clerk gave thanks to Tim Ralph of Ralph Restorations who had been very helpful with advice on the kiosk over the years.

22/19 Village Tidy Up Day

It was agreed to organise a village tidy up on Saturday 13th April at 10am at the Village Hall. All are welcome to help and equipment will be provided. Clerk to contact CDC to organise equipment and rubbish collection. If you would like to help clean up a specific area of the village but are unable to make that time or date please contact the Parish Clerk or Lynda Bell (01428 707415). Kits will be available from 6th -13th April.

23/19 Family Funfair on the Village Green

The Clerk had received an application to bring a family funfair to the Village Green from Monday 15th July to Monday 22nd of July 2019. Opening Friday 6 to 10 pm, Saturday 2 pm to 10 pm and Sunday 2 pm to 6 pm paying £600 ground rent. Although it was thought a wonderful opportunity for the village especially the younger residents, after discussing it was felt that the Village Green was just too small to accommodate such a funfair on this occasion. What with other events occurring already during July on the Green and the affect the large number of lorries and caravans could have on potentially the wettest part of the Green combined with the unpredictability of the UK's weather, it was just not considered viable on this occasion.

24/19 SDNP: Village Signage Project

Councillor Green spoke of the SDNP entry signage project which is where 19 signs are going up around the park to identify the key entry points. After this SDNP are due to start a smaller project about village signage. This will include looking at village entry signs and traffic management together. If the Parish Council are

interested in improving signage and traffic safety in Northchapel, then they may express an interest by emailing in. All agreed this would be an excellent project to be part of and thanks were given to Liz Gent for informing them. Clerk to email Mark Alden, the Business and Economic Lead at SDNPA.

25/19 Annual Parish Meeting 2019

It was agreed to set the Annual Parish Meeting for Monday 15th April at 7.30pm. Clerk to invite all the usual representatives along with a member from Sussex Clubs for Young People (SCYP) as discussed under item 19/19. Light refreshments would be served. All welcome.

26/19 Parish Council Elections – Thursday 2nd May 2019

Parish Council elections (as well as DC elections) will be held on **2nd May 2019** – the statutory Notice of Election will be displayed on the parish notice boards and website from 19th March and will include information on where nomination papers can be obtained. Northchapel PC has nine Councillors. All candidates including current councillors will need to fill in a candidate pack and return to CDC offices by Wednesday 3rd April at 4pm. If Northchapel has nine or less Councillors then there will be an uncontested election and all candidates will be elected. If there are more than nine then there will be an election held on 2nd May alongside the DC elections. All current Parish Councillors will formally retire on 7th May 2019. One current councillor is not intending to re-stand at the elections. If you are interested in joining the Parish Council, please do contact the Chairman or Clerk.

27/19 Financial Matters

- The Council's current financial position @ £30,197 was noted.
- The Bank reconciliation as at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and payments were approved for WSCC (Clerk's Jan & Feb 2019 Salary) @ £992, PAWS Ltd (Dog bin weekly emptying) @ £36, Business Stream (Allotment Water) @ £48 and Mrs Helen Cruikshank (Clerk's Q4 Exps 18/19) @ £121.

28/19 Reports back from meetings attended by Councillors

Councillors had not attended any external meetings since January's PC meeting.

29/19 Clerks Report

Clerk reported on tomorrow's public meeting:

- North Chichester CLC meeting – Tuesday 5th March at 7pm at Northchapel Village Hall. All are welcome to attend this.

30/19 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Monday 13th May 2019

31/19 Date of next meeting (AGM)

Monday 20th May 2019 at 8pm

The Chairman closed the meeting at 9pm

Signed

Date