



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at Northchapel Village Hall on Monday 2nd September 2019 at 8pm

Present: Councillors Mrs Lynda Bell, Miss Laura Green, Mrs Sharon Holden (Chairman) and Mrs Gaye Jordan

In attendance: Mrs Helen Cruikshank, Parish Clerk
District Councillor Natalie Hume
Councillor Janet Duncton
There were no members of the public in attendance.

The Chairman welcomed everyone to the meeting.

PARISH COUNCIL AGENDA

57/19 Apologies for absence

Apologies were received from Parish Councillors Mr Alex Baker, Mr Chris Bryant, Mr Robert Moss, Mrs Daphne Trussler and Mr Stephen Wordsworth. Also from District Councillor Gareth Evans.

58/19 Declarations of Interest

Councillor Green declared an interest in agenda item 62/19 as secretary of the Sports Club.

59/19 Minutes

The Minutes of the Parish Council Meeting held on Monday 1st July 2019 were approved as a correct record and signed.

60/19 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Duncton stated there was always a need for foster carers in the County.

<https://www.westsussex.gov.uk/education-children-and-families/adoption-and-fostering/become-a-foster-carer/>
She reported there was an event for those interested in standing as a County Councillor in the 2021 elections on 23rd October at County Hall, Horsham between 6-8pm. <https://beacouncillor.co.uk/west-sussex/>

There is a new Chief Fire Officer. Sabrina Cohen-Hatton is extremely capable and knowledgeable. She has a good team in place and it is hoped that whatever was wrong and identified in the last bad report can be put right with hopefully an improved report next time.

The Chairman enquired whether she had any comments following the email from the school regarding its road safety project and the need for a safe crossing in the village. Mrs Duncton reported that it is early days and several options are being looked into but she is happy to look at the schemes and support when at that stage. It is all moving slowly at the moment.

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

County Councillor Janet Duncton left the meeting at 8.10pm

District Councillor Natalie Hume reported that all was pretty quiet in August at District. CDC's local plan is still the main topic. An extension has been requested for the review. She spoke of an investigation into the

problems with water contamination locally. Standards had not been maintained. Warning letters had been sent out which simply raised anxiety with no answers. Councillors Bell and Holden said they had received letters.

Mrs Hume said she had received an email from Councillor Trussler regarding housing issues including the local connection and the restriction on residents moving in and out of St Michael's Close. With school numbers being down this was proving to be a problem. She said she would contact Home group to inform them of the concerns.

Mrs Hume said she is due to meet with the other District Councillor, Gareth Evans to discuss their split of duties following her decision to leave the Liberal Democrats to join the Green Party. The Parish Council agreed it was happy with one representative from District attending meetings.

Any queries of a District nature, please do not hesitate to contact Mrs Natalie Hume nhume@chichester.gov.uk or Mr Gareth Evans gbevans@chichester.gov.uk

District Councillor Natalie Hume left the meeting at 8.25pm

61/19 Working Party Reports

- **Allotments:** The hedge is due to be cut at the allotments. Clerk had had a couple of enquires about allotments for the next season.
- **Village Green:** Councillor Bell reported that the Village Green was looking good. Councillor Green said the pitch had been good for the Stoolball season and there was no increase in dog fouling following the visit to the village by the dog warden. The wooden posts on the box housing the defibrillator are rotting and the box is starting to lean forward. Clerk to ask Councillor Baker if he could kindly take a look and replace the posts. Councillor Holden said she could provide some posts if required.
- **Play Area:** Councillors Green and Holden had met to discuss what needed to be done as a priority at the play area and to analysis the quote sent through from Playsafe Playgrounds. The broken rails on the monkey bars had been removed for safety. Councillor Green reported the quote contained all the works which were recognised in the ROSPA report as medium risk. Immediate repair works were identified for the spring see-saw (£1004), rope swing (£275), rope ladder (£220), supplying and laying matting to the swing steps (£881) and pull up bars to replace the broken monkey bars (£2395). The Clerk to investigate and determine what monies are available in the budget for 2019/20 to be spent on the play area including possible new equipment to replace some of the older pieces. She would look into grants where applicable. Many complements had been received for the new fencing erected at the play area. Thanks were given to Straight Line Fencing for a great job.
- **Footpaths, Hedges and Rights of Ways:** There were no current issues raised. Thanks were given to James Bloor who has kindly offered to clear the nettles and vegetation by The Creek.
- **Planning:** Since the last meeting, the following applications had been discussed by the Parish Council:

SDNP/19/02863/HOUS

Tanya House, Valentines Hill, Northchapel GU28 9EH
Proposed construction of a single storey rear extension

SDNP/19/03984/LIS

Peacocks Farm, Pipers Lane, Northchapel GU28 9JB
Installation of a free-standing Stiltz Duo Classic lift

SDNP/19/03487/LIS

Willow Farm, London Road, Northchapel GU28 9EQ
Garden building for storage and demolition of existing timber outbuilding

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

SDNP/19/02704/DCOND

School House Farm London Road Northchapel GU28 9EG

Discharge of condition 17 from planning permission SDNP/17/04004/FUL.

Decision: Approved

SDNP/19/03409/PRE

Peacocks Farm Pipers Lane Northchapel Petworth West Sussex GU28 9JB

Installation of free - standing Stiltz Duo Classic lift within Grade II listed farmhouse

Advice provided

SDNP/19/02703/DCOND

School House Farm London Road Northchapel GU28 9EG

Discharge of condition 11 from planning permission SDNP/17/04004/FUL.

Decision: Approved

SDNP/19/03425/DCOND

School House Farm London Road Northchapel GU28 9EG

Discharge Of Condition - SDNP/17/04004/FUL - Condition 21

Decision: Approved

SDNP/19/002277/LIS

Sweetlands, London Road, Northchapel GU28 9EG

Refurbish existing roof surfaces including a new waterproof membrane, new battens and reinstatement of existing tiles and lead flashings.

Decision: Approved

- **Village Hall:** Councillor Holden said they had sadly lost their fitness training man booking twice a week. Although it is hoped that a Zumba or Yoga class may soon start. Councillor Green suggested that classes in the evening would be useful. Councillor Holden reported that the Village Hall had had a visit from unsavoury people who had put a ladder up onto the roof. The Police were called and came with 3 cars and a dog van.
- **Housing:** The Clerk to send through the original St Michaels Close contract following the discussion at the last meeting regarding lack of housing for families with young children and the low school pupil intake.
- **Winter Plan:** The Clerk was waiting on the grit bin audit for 2019/20 and once received Councillor Moss would kindly complete.
- **Northchapel Youth:** Councillor Bell reported that Keely Hardy and two members of SCYP had come to Northchapel twice during the summer holidays. There was positive feedback and they engaged with 5 young people and a great deal of community residents. They had a good walk around the village and Jo Bell (team manager) who is going to be facilitating the future sessions had a fantastic 2 sessions.
The young people were brilliant and SCYP reported that they had the opportunity to talk to parents as well as a local councillor and ex councillor. It was agreed there is a clear need for the provision and the young people were extremely happy to engage and are very much looking forward to seeing the bus again (and the staff). Keely is going to send a programme through.
- **Village Road Safety Project:** Councillor Green reported the school has been working on its transport plan as part of WSCC Local Transport Improvement Plan. It is looking at various potential crossing points on the main road. Councillor Bell stated that Councillor Bryant has shown interest in being part of this project going forward. Councillor Green added that there is now a Woolmer Hill mini bus which picks up in the village but it is a later pick up than the others.

62/19 Multi-Use Games Arena (MUGA)

Councillor Green reported that the MUGA planning decision date was due to be 21st August however there had been a need to re-do the lighting assessment and add a draft plan for seasonal curfew hours. It is hoped once these are submitted the decision will be given some time in October. She added that there is a barn dance on Saturday 12th October to help with fundraising. Councillor Jordan congratulated Councillor Green on her recent talk about the MUGA.

63/19 South Downs National Park signs

Following a successful pilot of nineteen South Downs National Park boundary signs earlier this year, the South Downs National Park Authority is proposing a further 32 boundary sign locations. The planning application for these new signs will hopefully be submitted in September this year. One of the proposed boundary signs is in Northchapel on Cripplecrutch Hill.

64/19 Financial Matters

- The Council's current financial position @ £26,542 was noted.
- The Bank reconciliation as at 27th August 2019 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved – Business Stream (Allotment Water) @ £65, WSCC (Clerk's August 19 Salary) @ £496 and CCP Groundcare (August's grass cutting) @ £837. It was noted the half yearly repayment for the PWLB loan is due on 23rd September @ £1374

65/19 Reports back from meetings attended by Councillors

There had been no meetings over the summer.

66/19 Clerks Report including any correspondence

Clerk said there was one date for Councillors' diaries:

- SDNP workshop – Wednesday 23rd October 6.30-9.30pm South Downs Centre

Please let the Clerk know if any Councillors would like to attend as she will need to book. Limited to two places per parish council.

67/19 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Tuesday 29th October 2019

56/19 Date of next meeting

Monday 4th November 2019 at 8pm

The Chairman closed the meeting at 9pm

Signed

Date