



NORTHCHAPEL PARISH COUNCIL

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

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

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

The Chairman welcomed everyone to the meeting.

A member of the public spoke of three concerns he had in the village:

- The condition of the kerbs in the lower part of Luffs Meadow which are getting worse and worse. Cars are parked legitimately but when the refuse trucks and large vehicles are manoeuvring, the kerbs are taking a pounding and in some parts now non-existent. The fire hydrant is sinking and there is a flooding issue which may be due to a possible leak. County Councillor Janet Duncton said she would report this to Highways for their attention.
- Two trees which are left overhanging the layby (there were four but two were taken down) need inspecting. Clerk to try and ascertain ownership as it is not Highways.
- With the dark nights, he requested whether one street lamp in the lower part of Luffs Meadow could be kept on overnight. Currently the street lamps go off at midnight but there have been a spat of thefts and strange people wandering around and he feels a light would be a deterrent. The Chairman said there may be a reason due to the SDNP dark skies policy why this is done. Clerk to investigate. It was impressed to all that ANY suspicious behaviour must be reported to the Police on 101.

PARISH COUNCIL AGENDA

69/19 Apologies for absence

Apologies were received from Parish Councillors Mr Chris Bryant and Mr Stephen Wordsworth. Also from District Councillor Gareth Evans.

70/19 Declarations of Interest

Councillor Green declared an interest in agenda item 74 /19 as secretary of the Sports Club.

71/19 Minutes

The Minutes of the Parish Council Meeting held on Monday 2nd September were approved as a correct record and signed.

72/19 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Duncton reported the weather stations at Kingsley Green and Bury Hill are being upgraded. Children's Services is getting back on track after its bad Ofsted report. West Sussex County Council's active care homes are all Ofsted rated good or outstanding. A review of the whole children's residential estate has now been completed and a programme put in place to ensure the right type of provision exists throughout the county.

Mrs Duncton spoke of the grants available to voluntary services through the brewers, Hall and Woodhouse, the nearest pub being the Stag at Balls Cross. The Fire Service is working under the new Chief Fire Officer

Sabrina Hatton-Cohen to bring it up to the required standard. A lot of what is needed are internal items with regards to working with other authorities which do need improvement and some better working practices. The Service is still pretty good and no one need worry that a fire or road traffic accident for instance would not have an immediate response as always.

Louise Goldsmith has stood down as leader of WSCC and Paul Marshall has recently been elected to take her place. There is a lot going on internally.

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

County Councillor Janet Duncion left the meeting at 8.15pm

In his absence, District Councillor Gareth Evans sent through the following written report:

Meeting times

At the full council meeting on the 24th September was the conservative cabinet's response to the consultation on meeting times. Those that are not aware CDC currently holds all of its meetings during the day whilst 95% of all district councils across England and Wales. We argued that day time meetings was discriminating against those of working age or with other commitments (i.e. care) from being able to serve and to perform this role at the highest standard by being able to attend all meetings at CDC. District Councillors do not receive a salary and therefore many of us do not have the financial means to not to work. The current set up means that the majority that sit on council are retired or affluent and is not reflective of the society it serves. It should also be noted that we argued that being more flexible with when meetings are held allows residents and parish councils to attend meetings and have their voices heard meaning more people are able to engage on the democratic process. The council will be stronger with a variety of working people bringing differing skillsets as well as the great experience of those that are retired. Comments are often made about the disengagement of young people in the political system at all levels but it is hardly surprising if the system is closed off to them. The decision on the 24th Sept was this matter was closed and would not be reviewed until 2023 (i.e. after the next district council elections). I don't think this is good enough and it was even more ironic that I was unable to attend this full council meeting as I had received the OFSTED call so it was all hands on deck at work. I now have agreement from Plaistow and Ifold, Wisborough Green and Kirdford parishes who have agreed to write letters to CDC supporting this. I would like to ask whether this parish would also be willing to do the same. I am also launching a non-political petition to raise awareness of this issue

Councillor resignation

Natalie Hume resigned as District Councillor on the Monday 30th September. The by election will be held on Thursday 21st November

Brexit (message from CDC)

I have been asked by CDC with Brexit likely to be a hot topic of this election and given the strong views falling on either side within our communities to monitor any potential for community tensions. We have been asked to remain vigilant and report any concerns regarding behaviour or comments on social media relating to race or specifically targeted negativity around Brexit to your District Councillor who will feed these to Pam Busby. The email address for Pam Bushby is pbushby@chichester.gov.uk and the Communities team can be contacted using community@chichester.gov.uk.

Climate Emergency Plan

On 7th Jan 2020 the Environmental Panel will present their draft Climate Emergency Action Plan and present this plan back to Cabinet in January 2020. The plan will set out the actions the Council proposes to take in order to address the climate emergency, and the resources required to implement the plan.

Parish Related News

I will be taking part in the North Chapel 5km run this weekend (as I did in the previous one) and looking forward to this great event. Plaistow Guides – Democracy Event. I have been asked to attend in my capacity as

Councillor to take part in their Democracy Evening on the 20th November. This will be a great event focused on development of voice to effect change. As an FYI there is a rather contentious application being worked through in Loxwood at the moment regarding a Co-op application. Whilst all agree a shop is needed in the village there are some concerns regarding the size of it and the developer is about to introduce new plans. This has caused some frustrations from locals as it has required extensions on a couple of occasions

Reminder of upcoming surgeries:

Saturday 23rd November, Onslow Arms, Loxwood

All are welcome to attend and should any resident have issues getting to any of the meetings, I am happy to visit in order that they can have access to a Parish Councillor. My next round of surgeries will be drawn up and communicated in due course. I conduct these on the first and third Saturday of every month and rotate across the ward. I am also able to home visits for those with mobility issues or other issues getting to my meetings

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

73/19 Working Party Reports

- **Allotments:** There was nothing to report.
- **Village Green:** Councillor Bell reported that the Village Green was looking good. The leaves and ditches would shortly be cleared by the contractors. She gave thanks to Councillor Baker for replacing and securing the posts holding the box housing the defibrillator. Councillor Bell had replaced the defibrillator pads and installed a new battery so it was “rescue ready”. She said she would go and speak to the owners of one of the cottages on the Green as there had been several complaints about the brightness of lights in the wall.
- **Play Area:** Councillor Green reported she was still waiting for quotes for playground equipment and had also enquired about equipment made of recycled plastic. It was agreed that any new equipment should have metal posts so rotting of wooden posts and strimming damage would not be an issue. The Clerk had determined there was £5-10,000 available in this year’s budget for 2019/20 to be spent on the play area. It was agreed to keep investigating all possibilities of replacements and once decided then grants would be looked into.
- **Footpaths, Hedges and Rights of Ways:** There was nothing to report.
- **Planning:** The Clerk reported there were a couple of outstanding parish planning applications which would be discussed over the next week or so. Since the last meeting, the following applications had been discussed by the Parish Council:

SDNP/19/04244/HOUS

4 Cylinders Cottage, Fisher Street

Two bay extension to existing carport

SDNP/19/03688/FUL

Builders Yard, SW of Goffers, London Road

Extension if existing workshop

SDNP/19/04356/HOUS

10 Luffs Meadow

Extension to porch

SDNP/19/04441/FUL

Lower Diddlesfold Farm

Demolition of existing 2 no dwellings and garages and erection of 1 no dwelling with associated outbuilding and 1 no agricultural tied dwelling with associated access and landscaping

SDNP/19/04591/TCA and SDP/19/04854/TCA

Rectory, A283 Luffs Meadow to Pipers Lane

Various treework

SDNP/19/04942/TCA

Brookside House, Diddlesfold Lane
Treework

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

SDNP/19/01520/DCOND

School House Farm London Road Northchapel GU28 9EG

Discharge of Conditions 6, 9, 16, 19 and 23 on planning permission SDNP/17/04004/FUL

Decision: Split – see SDNP planning portal for information

SDNP/19/02649/FUL

Land East of Northchapel Village Hall Pipers Lane Northchapel West Sussex GU28 9JA

Construction of a multi-use games area

Decision: Approved

SDNP/19/01120/HOUS and SDNP/01121/LIS

Hillside, Valentines Hill

Installation of replacement windows

Decision: Approved

SDNP/19/03984/LIS

Peacocks Farm, Pipers Lane, Northchapel GU28 9JB

Installation of a free-standing Stiltz Duo Classic lift

Decision: Approved

SDNP/19/04498/PRE

Fisher Hill Flat Fisher Street Northchapel Petworth West Sussex GU28 9EJ

Proposed part single and part two storey extension to Fisher Hill Flat to create improved living space and additional bedroom / study.

Advice provided

SDNP/19/02863/HOUS

Tanya House, Valentines Hill, Northchapel GU28 9EH

Proposed construction of a single storey rear extension

Decision: Approved

SDNP/19/03487/LIS

Willow Cottage, London Road, Northchapel GU28 9EQ

Garden building for storage and demolition of existing timber outbuilding

Decision: Approved

SDNP/19/04964/PRE

Brook Bungalow Diddlesfold Lane Northchapel Petworth West Sussex GU28 9EN

Conversion of roof space to habitable accommodation.

Advice provided

SDNP/19/03688/FUL

Builders Yard, SW of Goffers, London Road

Extension of existing workshop

Decision: Approved

- **Village Hall:** Councillor Holden said bookings jog along. Several external meetings and a craft fair had been held at the hall recently which boosted income. Sadly there had been no luck in securing a Zumba instructor yet.
- **Housing:** The working party is to meet with representatives from Home Group and CDC on Friday at 2pm to discuss the allocation process specifically in relation to St Michaels Close and other relevant housing issues.
- **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 the reinvented Purple Bus is visiting this term on Mondays 6-8pm at the Village Hall. Unfortunately no one had turned up tonight which is disappointing as there had been a small but steady group attending during previous weeks. They are going to lower the age to include year 6's and will improve communication to encourage more attendees. The organisers are very positive about the session.
- **Village Road Safety Project:** Councillor Green reported there has been no interest from anyone in volunteering for Speedwatch. It is imperative there is a safe crossing in the village especially now as there is currently no lollipop lady. Councillor Green is hoping to move this project forward with the new head of school. There have been a couple of accidents, either side of the village recently so traffic must be slowed down. District and County Council support is required.
It was suggested a bus shelter be erected to protect children and bus users when waiting at the bus stop. Clerk to enquire with WSCC Highways whether this is feasible.

74/19 Multi-Use Games Arena (MUGA)

Councillor Green reported that the MUGA planning application had been approved with some lengthy conditions. The Sports Club is hoping to register itself as a charity to enable it to apply for additional funding and also as it then exempt from water bills. A village calendar for 2020 is being produced with photographs of local scenes, proceeds will be split 50/50 with the school and the MUGA project.

75/19 Village Christmas tree

Councillor Baker kindly offered to donate a Christmas tree slightly bigger than last year and Councillor Bell said she would speak to the Half Moon about providing the electricity for the lights. Once again the tree would be situated on the tractor outside the pub for safety and practicality reasons. It was agreed the tree should be put up on the first w/e in December.

76/19 Community Land Trust

Lurgashall Parish Council had sent an email to the Clerk/Chairman regarding affordable housing in the area. Sean Hellett, a Lurgashall Councillor would like to come along and give a presentation on the subject with a view to seeing if there is any scope for combining resources and setting up a Community Land Trust with neighbouring parishes (Lodsworth and Tillington have also been approached). All agreed this was a good idea. Clerk to invite him along to the next meeting. Clerk stated that Stedham, Trotton and Rogate had already set up their own Community Land Trust; START <https://start-ct.org.uk/>

77/19 Assets of Community Value

The Clerk stated that some 5 years or so ago, the Parish Council had the Village Shop and Pub listed as assets of community value. Being registered puts any sale on hold for six months to allow the community to consider putting in a bid to purchase. It does not however guarantee any offer will be accepted. Both the shop and the pub have now been taken off this list as it only lasts for 5 years. The Parish Council agreed it wishes to consider new nominations for both. Clerk to contact CDC for the application forms. Councillor Bell said she would speak to the owners of the shop and pub.

78/19 Financial Matters

- The Council's current financial position @ £36,171 was noted. The second instalment of the precept @ £15,000 had been received.

- The Bank reconciliation as at 28th October 2019 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved –WSCC (Clerk’s October 19 Salary) @ £496, Mrs Helen Cruikshank (Clerk’s Exps Q2 2019/20) @ £93, CCP Groundcare (October’s grass cutting) @ £420 and Miss Laura Green (Proceeds from the BT Kiosk sale donated to the MUGA project) @ £250
- Clerk requested Councillors remind local groups and organisations to apply for funding as there was a small surplus for distribution. Grants and donations for this financial year (y/e 31st March 2020) along with the precept for 2020/21 would be discussed at December’s Finance meeting on Monday 2nd December. Grant application forms are available from the website or from the Clerk.

79/19 Reports back from meetings attended by Councillors

No external meetings had been attended.

80/19 Clerks Report including any correspondence

Clerk said there was one date for Councillors’ diaries:

- North Chichester CLC meeting – Tuesday 5th November at 6.15pm

Councillors Jordan and Bell kindly offered to attend this

The Clerk reported that there has been a change to the allocation of Police Community Support Officers (PCSOs) from Monday 4th November. The police precept uplift this year means communities will start to see and feel a difference as these roles are deployed to strengthen local policing. The bolstering of PCSO numbers will help Sussex Police, working with their partners and local communities to address low level issues before they can escalate into more serious crime as well as identify and keep safe the most vulnerable people in our communities. This decision complements ongoing plans to strengthen local policing and improve how the public can contact the police. There are two new PCSO’s for this area (Petworth); Jess Chambers and a new PCSO. Clerk to contact her and request she comes to a future meeting.

81/19 Items to be included on the next agenda

75th Anniversary of VE day

Please inform the Clerk of any items to go on the agenda by Wednesday 1st January 2020

82/19 Date of next meeting

Monday 2nd December 2019 at 8pm (Finance and Precept only meeting)

Monday 6th January 2020 at 8pm (Full PC meeting)

The Chairman closed the meeting at 9pm

Signed

Date