



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at Northchapel Village Hall on Monday 2nd March 2020 at 8pm

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

In attendance: Mrs Helen Cruikshank, Parish Clerk
County Councillor Janet Duncton
District Councillor Gareth Evans

There was one member of the public in attendance.

The Chairman welcomed everyone to the meeting.

PARISH COUNCIL BUSINESS

13/20 Apologies for absence: Apologies were received from Parish Councillors Robert Moss and Chris Bryant.

14/20 Declarations of Interest: Councillor Green declared an interest in agenda item 20/20 as secretary of the Sports Club.

15/20 Minutes: The Minutes of the Parish Council meeting held on Monday 6th January 2020 were approved as a correct record and signed.

16/20 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Duncton reported that County's total budget for 2020/21 is £573 million and all the main services have been increased this year. Children's Services and the Fire and Rescue are improving. One of the criticisms in Fire and Rescue was a shortfall of two and half thousand home visits; there is now no shortfall in this part of the work. Roads and potholes are a nightmare. Please continue to report any issues

<https://love.westsussex.gov.uk/reports/home>

There will be 5 urban and 3 rural verge/hedge cuts this year to keep junctions clear.

Coronavirus. There are regular meetings with other organisations including Public Health England and so far there have been 5 confirmed cases in West Sussex. Keep updated at

<https://www.westsussex.gov.uk/campaigns/coronavirus-covid-19/#1>

If you have any issues of a County nature then please do not hesitate to contact Janet Duncton on janet.duncton@westsussex.gov.uk or 01798 342528. Mrs Janet Duncton is now also one of our District Councillors.

District Councillor Gareth Evans reported on the following:

Local Plan

The Parish Council will have been updated about the delay to the Local Plan and this has now been communicated to members of the public via the press. I am disappointed about the delay and that communication did not come sooner for many of the Parish Councils in the ward I represent who are in the middle of either writing or updating their neighbourhood plans. As you will be aware at the last full council

meeting Cllrs. from different parties, already seeing this coming, were urging CDC to give a full update in order that Parish Councils could be forewarned and plan accordingly. I am glad this pressure from the opposition has had an influence on CDC coming clean but am disappointed at how late in the day it is.

Local Update

Co-op application:

A further extension has been granted by CDC to avoid refusal on the grounds of no affordable housing commuted sum. I was doubtful, despite being told otherwise that it would be heard at the March Committee and I am sorry that this turned out to be the case. It is now planned that this will be heard at the April Committee.

Lagoon 3:

A conference call took place in Friday 28th February 2020 following the site visit that I had asked for. This was to review whether the assessment of the structure had changed since they last visit and whether the emergency response plan should be updated. I am waiting the minutes from this meeting so I can re-review these. The outcome was that it did not need to be updated which I am not happy about and will be following this up.

Upcoming Surgeries:

Onslow Arms, Loxwood – Saturday 7th March 11.00am – 1pm

County Councillor Kate O’Kelly will be there also to talk to residents about community group traffic calming campaigns

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

17/20 Working Party Reports

- **Allotments:** The Allotment Manager reported there was full occupancy at the allotments with two on the waiting list. Invoices for the forthcoming season would be going out shortly.
- **Village Green:** Councillor Bell reported that dog fouling was once again a problem on the green. Pitch inspections of late have identifies lots of mess. Councillor Green suggested that signs should be put up to deter people. Clerk to put notice into the parish magazine and others around the village. It is hoped with the lighter evenings the problem will improve. Councillor Bell added that the noticeboard has suffered with the bad weather and when the weather improves will need attention.
- **Play Area:** Councillor Green reported that she was still waiting for the quotes for recycled play equipment. In order to progress, it was agreed that a budget of £10,000 be set (£5,000 Parish Council with matched funding grants where available)
- **Footpaths, Hedges and Rights of Ways:** Footpaths are all very wet! The inspection is due to take place next month so please report any problems with footpaths to prow@westsussex.gov.uk or phone 01243 777620. Clerk to report the bridge on the footpath leading to The Creek as dangerous and needing attention. Furthermore the bridge on the footpath behind Oaklea.
- **Planning:** Councillor Wordsworth reported the following applications had been discussed since January’s meeting:

SDNP/20/00369/TCA

Rowans A283 Luffs Meadow to Pipers Lane Northchapel Petworth West Sussex GU28 9HW

Notification of intention to remove 1 no Laura hedge, fell 2 no. Cotoneaster trees, 2 no. Hazel trees, 1 no. Yew tree, 1 no. Hawthorn tree and 1 no. Field Maple tree (growing within hedge), all along rear boundary. Remove 1 no. Amelanchier hedge/shrub on left hand side of front garden.

SDNP/20/00471/FUL

St Michaels Church A283 Luffs Meadow to Pipers Lane Northchapel GU28 9HP

Relocation of the existing south door to the south porch and installation of glazed internal door.

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

SDNP/20/00221/DCOND

Gastons Farm Shillinglee Road Shillinglee Northchapel GU8 4SX

Discharge of condition 8 from planning permission SDNP/19/04974/FUL.

Decision: Approved

SDNP/20/00713/PRE

Diddlesfold Paddock Valentines Hill Northchapel West Sussex

Build a single storey passivhaus (ideally off-grid) resembling the local farm house/barn wrapped with natural timber cladding, including open-plan living/kitchen area, a wing with two bedrooms and another wing with en-suite guest studio.

Advice provided

SDNP/19/04441/FUL

Lower Diddlesfold Farm Diddlesfold Lane Northchapel West Sussex

Demolition of existing 2 no. dwellings and garages and erection of a 1 no. dwelling with associated out building and 1 no. agricultural tied dwelling with associated access and landscaping.

Decision: Approved

- **Village Hall:** Councillor Holden said there was nothing to report.
- **Housing:** Councillor Holden said there was nothing to report.
- **Winter Plan:** Just flooding, no snow!
- **Northchapel Youth:** Councillor Bell reported she had met with two representatives from SCYP regarding the Purple Bus visits. Sessions have been very positive with 10-15 young people attending. All enjoying the activities and a cohesive friendly group. It would be staying on Monday evenings until Easter and may even return for the summer term. It would be necessary to discuss the future of any youth provision in Northchapel going forward with existing attendees' parents. SCYP has offered to come to the Annual Parish Meeting where this will be discussed further. They also offered to come along to the village fete with the bus and provide activities.
- **Village Road Safety Project:** Councillor Green has a meeting to discuss the road safety project.

18/20 Various surfacing works in village

Councillor Bell said there was increased damage to the driveways in front of Selworthy House, Barn Close, The Vicarage and Elm Cottages which was the responsibility of the Parish Council to maintain. Quotes had been obtained for these works. Members looked at the quotes and it was agreed to go with Tidey & Webb for the pothole repairs as their price was the lowest. Quotes had also been obtained for a more substantial repair to the Village Green track. A further quote was to be submitted and this would be discussed by email and a decision made at the next meeting. It was agreed that the track needed to be kept as a track and not tarmacked.

19/20 Community Land Trust (CLT)

There were no parishioners in attendance to discuss this. Clerk to invite the speaker from the last meeting to the Annual Parish Meeting to gauge interest.

20/20 Multi-Use Games Area (MUGA)

Councillor Green reported that the Sports Club has been given charity status which will allow them to apply for grants and extra money for the project. James Bloor has said he can help remove and replant the tree so no need to get an external company in. The next MUGA fundraiser would be in May.

21/20 75th Anniversary of VE day

The Working Men's Club have music on the evening of Friday 8th May. No-one has expressed an interest in planning any other event.

22/20 Northchapel, Petworth and Tillington Alm House Charity

The Parish Council agreed to continue to nominate Mrs Nona Baker as a trustee for the charity for a further four years. Clerk to sign the letter and return to Savills.

23/20 Annual Parish Meeting 2020 – Thursday 23rd April at 7.30pm

It was agreed to have talks about youth provision and community land trusts at the APM plus our local PCSO (Jess Chambers) in attendance if available. In addition, the usual reports and updates from the various organisations in the parish. Councillor Green kindly offered to create fliers.

UPDATE: ANNUAL PARISH MEETING IS POSTPONED UNTIL A LATER DATE

24/20 Change to meeting day

Councillor Bell asked whether members may like to consider a change of day to Thursday for meetings as there are a few clashes on a Monday. Clerk to check with County Councillor Janet Duncton this was feasible. This change would be confirmed at May's meeting.

25/20 Financial Matters

- The Council's current financial position @ £23,294 was noted.
- The Bank reconciliation as at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and a payment was approved for West Sussex County Council (Clerk's February Salary) @ £496

26/20 Reports back from meetings attended by Councillors

No external meetings had been attended since January's meeting.

27/20 Clerks Report including correspondence

Clerk reported on one forthcoming meeting:

- North Chichester CLC meeting – Tuesday 17th March at 7pm at Petworth Children and Family Centre

28/20 Items to be included on the next agenda

Grant request for Fete 2020

Please inform the Clerk of any items to go on the agenda by Monday 11th May 2020

29/20 Date of next meeting

Monday 18th May 2020 at 8pm (Annual Meeting)

The Chairman closed the meeting at 9.10pm

Signed

Date