



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a Meeting held at Northchapel Village Hall

On Thursday 2nd September 2021

Present: Councillors Mr Alex Baker, Miss Laura Green, Mrs Amanda Harman, Mrs Sharon Holden (Chairman), Mrs Daphne Trussler and Mr Ed Warren

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

There were two members of the public present.

PARISH COUNCIL BUSINESS

54/21 Apologies for absence: Apologies were received from Parish Councillors Chris Bryant and John Sochovsky. Apologies also from County Councillor Janet Duncton and PCSO Neil Billingham.

55/21 Declarations of Interest: Councillor Green declared an interest in agenda item 59/21: MUGA as secretary of the Sports Club. Councillors Green and Warren declared an interest in agenda item 61/21 Bonfire/Fireworks on the Village Green as member of the organising committee.

56/21 Minutes: The Minutes of the Parish Council meeting held on Thursday 1st July 2021 were approved as a correct record and signed.

57/21 Written report from PCSO Neil Billingham in his absence

Introduction.

Despite the few days' warm weather, we have had this week, summer is over!

With that in mind, I would like to mention children going Back to School and getting to and from school. We have had a number of complaints regarding parents parking on the yellow zig-zags lines outside school. This is an offence that could receive a Fixed Penalty Notice as well as the obvious issue of the danger it could cause to the children. I will be looking to attend each Primary School over the next few weeks to act as a gentle reminder of parent's responsibilities when parking.

We are still receiving reports of items being stolen from cars parked at beauty spots across the area. Please can I remind everyone, if you don't need something on your walk, leave it at home. We have Operation Mini running in conjunction with officers from neighbouring forces to target this, but if the opportunity is removed by leaving valuables at home, the theft will not take place!

Incidents of Note.

WE have had a report of a motorbike stolen from a garage this month. My advice would be, where possible, to sink large eye hooks into garage floors and secure bikes to this with substantial chains and locks. This will make it more difficult to steal thus increasing the risk of getting caught, hopefully deterring any attempted theft.

PCSO Activity over the next month.

I am planning to attend the Petworth Farmers Markets on the last Saturday of each month for my Street Briefings (25/09/2021, 23/10/2021 and 27/11/2021 at the moment). Please do come along to discuss local Policing issues or just to say hello!

DON'T LET THEM MAKE YOU A VICTIM OF CRIME. IF YOU SEE IT, REPORT IT - 101!

58/21 Reports from the Chichester District and West Sussex County Councillors

District Councillor Gareth Evans reported on the following:

Local Updates

Loxwood Claypit: Loxwood Claypits / Protreat application is for "a clay quarry and construction materials recycling facility (CMRF) for CD&E wastes including the use of an existing access from Loxwood Road, the extraction and exportation of clay and restoration using suitable recovered materials from the CMRF to nature conservation interest including woodland, waterbodies and wetland habitats". Their application is published and live on WSCC website with the reference WSCC/030/21. Full application can be viewed here: <https://westsussex.planning-register.co.uk/Planning/Display/WSCC/030/21> The Stop the Claypit group have published on their website guidance for those wanting to object on planning policy related aspects. This guidance can be found here https://7100ec5d-d182-409f-9a8a-3cbf9d00046e.filesusr.com/ugd/149a10_96b5c1dcb7a041549c5a61fa61fc97c2.pdf

Lagoon 3: Tony Whitty sent an email to Parishes to update on the current progress with the legal team now that enforcement has expired and has agreed to send out a timeframe for this in due course. On 7th July I attended the Planning Committee meeting and one agenda item was for committee members to note the report on Lagoon 3 <https://chichester.moderngov.co.uk/documents/s20422/13.0%20Crouchland%20Farm%20Enforcement%20Report.pdf>

CDC Updates

Local Plan: A full update was sent to the Parish Clerk via email following the members meeting on 29th July 2021

Local Plan Newsletter: A reminder that the residents can sign up to the Local Plan newsletter to be kept abreast of developments. This can be done via this link www.chichester.gov.uk/localplannewsletter

Free trees: Residents can apply for free trees from Chichester District Council for themselves and their communities, as part of a scheme to increase tree planting across the district. This follows a successful pilot scheme which was launch in January of this year. Residents can find more information about the scheme, along with guidance notes for anyone interested in applying for free trees, at Chichester District tree scheme. People can also contact the council's dedicated Tree Project Officer by emailing treescHEME@chichester.gov.uk or calling 01243 521161.

District wide celebration of culture 2022: A further £50,000 has been approved by Chichester District Council for the new district wide celebration of culture in 2022. Residents are being invited to suggest ideas for events that they would like to see as part of the celebration and to let the organisers know of anything planned by their groups or societies during 2022. Ideas and suggestions can be emailed to chichester22@chichester.gov.uk.

Financial hardship resulting from impact of Covid-19: Chichester District Council is making further funding available to help economically vulnerable people in the district to pay their council tax. CDC's team will do everything they can to help you by explaining all the support that is available to you. The easiest way to contact them is by email at benefits@chichester.gov.uk. You can also call 01243 534509, but please be aware that when lines are busy callers may have to wait longer than we would like. You can also visit this webpage to find out what support is available <https://www.chichester.gov.uk/helpwithfinances>

Surgeries

With the lifting of all restrictions on the 19th July I will be returning after the summer to my regular surgeries. More details on this will follow however I will also be happy to offer online ones for anyone who would rather or needs to socially distance. In the meantime, if you would like to contact me about anything please call me on 07958918056 or email gbevans@chichester.gov.uk I am happy to come to you (socially distanced of course) or organise an online meeting/telephone call.

The Clerk asked for an update on the Buxus Copse / Copygrove planning and enforcement issues, DC Gareth Evans said he would chase the CDC planning department.

In her absence, County Councillor Janet Duncton sent through the following report:

- One of our brilliant Foster Parent couples who have been taking in children for 56 years have just exceeded 600 Foster children. My goodness there are some fantastic people about. Yes, we did celebrate with them for this fine achievement.
- Jon Lacey our assistant Chief Fire Officer has landed himself the job of Chief Fire Officer in Suffolk. I have worked with John since I became a County Councillor and know what a fine and dedicated Officer he is and we all wish him the best of luck.
- For those concerned about local Bus transport you may like to go on line and fill in the questionnaire. www.yourvoice.westsussex/busbackbetter. You should find it on the website.
- Another item that may be of interest to some is Solar Together Sussex. This may be useful to those considering using solar panels and the information is available on www.solartogether.co.uk Although I haven't checked it out myself, I believe that those interested and who are accepted get good discounts on quality solar panels so it's worth taking a look.
- As with Syrian refugees West Sussex is fully involved in helping the Afghan refugees and is working closely with the Districts and Boroughs as they always do to help in any way they can. At this time, they don't need direct donation and offers of assistance need to go to the resettlement teams when prompted, by them to do so.

Please feel free to contact me on janet.dunton@westsussex.gov.uk or jdunton@chichester.gov.uk
My mobile is 07979152898.
Keep safe everyone

59/21 Working Party Reports

- **Allotments:** Councillor Trussler reported that there would be two spare allotments at the end of the current season.
- **Village Green including Village Green track:** Councillor Green reported that Allfreys had started on the track repairs and would be returning to finish the works but what they had done so far was already a vast improvement. Councillor Sochovsky is on the case. She continued that the Stoolball season had now finished and the Football started. Clerk to ask the contractors to be mindful that the grass is cut evenly with football matches now being played.
- **Play Area:** Councillor Green reported the roundabout has arrived There is £700 left in the pot from the fundraising so she would purchase two new picnic benches for the play area. She will look into getting a grant next year for a replacement treehouse.
- **Footpaths, Hedges and Rights of Ways:** Councillor Trussler reported that many parish footpaths were overgrown in particular complaints had been raised with FP597 from Cylinders Lane across the field. WSCC Footpaths and Rights of Way will be carrying out the summer clearance imminently.
- **Planning:** Councillor Baker reported there was one outstanding planning applications to be considered tonight:

SDNP/21/03920/HOUS

Location: Potlands Cottage, Valentines Hill, Northchapel GU28

Proposal: Construction of a garden room

The following planning applications had been discussed since July's meeting:

SDNP/21/03596/CND

Location: Part of Lower Diddlesfold Farm Known as Diddlesfold Manor Farm Lot 1 Diddlesfold Lane Northchapel West Sussex GU28 9EN

Proposal: Proposed demolition of 2 no. agricultural cattle barns, the erection of a replacement U-shaped agricultural barn and stables (for private use only), outdoor sand school, muck ramp, refurbishment of an existing agricultural barn and associated landscaping. change of use to a mixed agricultural use and private equestrian use - Variation of Condition 2 of planning permission SDNP/18/00474/FUL - To enhance the facilities of the permitted stable barn block.

SDNP/21/03347/HOUS

Location: Monkslea Valentines Lea Northchapel Petworth West Sussex GU28 9HW

Proposal: Construction of front porch.

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

SDNP/20/03343/FUL

Location: Buxus Copse Copygrove Copse Diddlesfold Northchapel GU28 9EH

Proposal: Proposed woodland management storage building/workshop with educational studio and associated works including soft landscaping, vegetable patch, charcoal kiln, water collection dew pond and installation of photovoltaic panels.

Decision: Refused

SDNP/21/00752/HOUS

Location: Brook Cottage Fisher Street Northchapel GU28 9EJ

Proposal: Removal of garage door and replacement with brick, black timber panelling and white render.

Decision: Approved

SDNP/21/03228/HOUS

Location: Fisher Hill Cottage Fisher Street Northchapel GU28 9EJ

Proposal: Demolition and replacement of front porch and rear extension. UPVC windows to be replaced in painted timber frame. Demolition of garden buildings. Construction of new vehicular gates in former position. Enlarge parking area with replacement timber gate and fence

Decision: Approved

SDNP/20/04959/HOUS

Location: Fisher Hill Flat Fisher Street Northchapel GU28 9EJ

Proposal: Part demolition (West elevation) and replace with two storey extension, proposed rendering on part of existing building and replacement of UPVC windows with timber casements. Installation of new fences, vehicle entrance gates and a lean-to log store/bin store.

Application withdrawn

Councillor Baker stated he had purchased the field on the left-hand side going South out of the village and asked what members thought if he decided to develop the land whilst at the same time help provide affordable homes for local people. Councillor Harman said the local infrastructure would need to be considered: with regard schooling, roads and thought given to the Southern Water Treatment works which would need upgrading. Parking would be very important as would increasing the 30mph speed limit out of the village. Councillor Green said the school desperately needs children and it was a thought that 2/3 bed houses would be required and preferred. However, a picture and plans would need to be drawn up to see what would be reasonable with regard number of properties fitting in the 5-acre site.

Clerk to chase Rupert Stevens to organise a meeting to discuss affordable housing development in the village. Councillor Green said as a parish, more housing is needed otherwise Northchapel will become a dead village.

- **Village Hall:** Councillor Holden reported all was going very well at the Village Hall. Lots of out of village hirings. There had been an issue with a recent Cycle event and parking.
- **Housing:** Councillor Holden said there was nothing to report.
- **Winter Plan:** Clerk stated that Councillor Moss had updated the salt/grit audit and she had sent it to WSCC as part of Northchapel's Winter Plan 2021/22.
- **Northchapel Youth:** Councillor Warren reported he and Councillor Holden had met with John Lewry, the Youth Services Development Officer for Sussex Clubs for Young People (SCYP). They had discussed starting up a youth club. A potential leader and volunteer within the village had been found. There will be an open afternoon/evening on Wednesday 22nd September in the

Village Hall 4.30-6.30pm to discuss ideas. All those aged 9 and over plus their parents are welcome.

- **Village Road Safety Project:** Councillor Green reported there was no update. Councillor Harman offered to help set up Speedwatch with Councillor Green.
- **Covid Community Action Plan:** Help is still available if anyone needs.
- **Multi-use Games Arena (MUGA) project:** Councillor Green stated there was no update on grants.

60/21 Update on Village flooding

Following more flooding in August in the centre of the village, works have been raised to cleanse the system and the drains will be monitored by WSCC Highways. Councillor Holden reported that Darrin Hone had carried out the works to the footpath to redirect the water coming off the fields and will keep an eye on it.

61/21 Village Bonfire/Fireworks on the Village Green

St. Michael's Church propose to move the bonfire and fireworks from the Glebe land at the Church to the Village Green. It is felt this would be a better, larger and more inclusive community event. The event will support three village causes: the church, the school and the MUGA project. The proposed date is Saturday 30th October, this date does not clash with any other local firework events. Aurora Fireworks will supply and light the fireworks from one of the Moss' fields. The Working Men's Club will be open serving drinks and an outside caterer will provide food. The bonfire would take place at the far end of the village green which would not affect the stoolball or football pitches. There will be a 4-5 metre safety cordon around the bonfire thereby stopping the public from getting too close. The bonfire itself would be no taller than 10ft high. St Michael's Church would like the Parish Council to consider the request as they are responsible for the maintenance and owners of the Village Green. Members discussed the proposal and thought the proposed evening was a lovely idea. However, there were concerns raised with regard to the effects such an event would have on the state of the grass on the village green and the residents living nearby in terms of noise, disturbance and traffic. This was a problem previously when a travelling fair was visiting. Before a final decision is made, the Parish Council would like to be assured that all houses along Pipers Lane and the surrounding area have been informed of the proposal and are satisfied with the evening's arrangements. Clerk to inform the Church.

Update: The Parish Council has agreed for the event on Saturday 30th October to take place on the Village Green.

62/21 Financial Matters

- The Council's current financial position @ £27,538 was noted.
- The Bank reconciliation as at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted. Payments authorised for WSCC (Clerk's August Salary) @ £519 and Playsafe Playgrounds (New roundabout) @ £12,821. Funding of £10,684 had been received from the Sports Club.

63/21 Reports back from meetings attended by Councillors

Councillors had not attended any external meeting since the last PC meeting.

64/21 Clerks Report including correspondence

Clerk reported that the All Parishes Meeting was due to be held on Thursday 9th September for Councillors if anyone was interested.

Concern had been raised by residents about the lack of direction of the shop of late and the Post Office which has often not been open. The shop is a huge benefit to the village and parishioners would hate to lose it. Clerk stated that Lurgashall's Post Office is closed for the next 10 day so maybe there is some internal problem. Councillor Green to get the contact details of the new owner for clarification.

65/21 Items to be included on the next agenda

Shop update

Please inform the Clerk of any items to go on the agenda by Thursday 28th October 2021

66/21 Date of next meeting

Thursday 4th November 2021 at 8pm

The Chairman closed the meeting at 9.10pm

Signed

Date