



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a meeting held at the Village Hall on Thursday 3rd March 2022 at 8pm

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

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

There were no members of the public in attendance.

PARISH COUNCIL BUSINESS

18/22 Apologies for absence: Apologies were received from Parish Councillor Robert Moss. Also, from District Councillor Gareth Evans and PCSO Neil Billingham.

19/22 Declarations of Interest: Councillor Green declared an interest in agenda item 23/22 Working Party Reports: MUGA as secretary of the Sports Club.

20/22 Minutes: The Minutes of the Parish Council meeting held on Thursday 6th January 2022 were approved as a correct record and signed.

21/22 Report from PCSO Neil Billingham

PCSO Neil Billingham had sent through a written report in his absence:

Introduction.

As we head into spring, can I ask that all dog owners be aware of any lambing going on in their area? At this time of year, heavily pregnant ewes react very badly to lose dogs. They can injure themselves trying to get away or even abort their lambs. Please ensure dogs are kept on leads in the countryside, especially if there are sheep in nearby fields.

Incidents of Note.

It appears that several of our local dialling codes are being heavily targeted by scammers at the moment. The most common is one claiming to be from a bank's fraud department, with a request to either withdraw and post cash or transfer money into a designated account for "safe keeping". A similar one involves someone claiming to be from a neighbouring Police force. Neither the banks, nor the Police will ever ask anyone to transfer money, so please do not take action on this other than to hang up and report it. If there any local groups that meet on a regular basis (or about to return to them following Covid), my colleague PCSO Moorey is happy to attend and give a full scam talk around this. Please let me know and I will pass details on.

Calls this month in the areas mainly related to trees down and alarms going off in the storms.

PCSO Activity over the next month.

As the weather improves, we will be looking to increase patrols and relaunch Operation Downsway, targeting anti-social motorbike riding across the area.

You can report crime and incidents online at <https://www.sussex.police.uk/report-online>

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

22/22 Reports from the Chichester District and West Sussex County Councillors

In District Councillor Gareth Evans absence, County Councillor Janet Duncton gave an update on both District and County Councils.

- It isn't that we haven't been busy with all our normal duties but the main item as ever has been getting the budget done and this has now been achieved. I thought as that was the case and it's been difficult and not going to get easier, I would give you the headlines. The main news for all residents is that the County's Council Tax increase is set for 2.99%. One percent of this is specifically for Adult Services. The other 1.99% for our other duties. It's always trying to balance what you can do and what could be done differently, what must stay and occasionally what can we increase. Well, the good news is that we have included an extra 21 million over the next 5 years on top of the Highways budget. Highways have got to tackle highways issues like the never-ending potholes situation to improve our road network and I am sure you wouldn't disagree. Not only potholes but general maintenance of the highways etc. By far the largest budget is for Adult Care, especially in our ever-increasing ageing population. Isn't it great that we are all living longer but of course some as they age need more care than others and we must try and cater for this. On top of this there has been over 2 years of pandemic and we have to say the Government have generously reimbursed the majority of our outgoings on Covid. There is of course another side and that is the extra work involved in, for instance working with the NHS to see that those that could be taken out of Hospital have a suitable place to go. We have also had to work with other Counties and the Government to provide accommodation for refugees and un-accompanied young people. We are not in this alone but we are an active partner. One last thing to cope with is of course having to make provision for the increase in National Insurance. This has all been taken into account. Sorry it's all been about the budget but be assured it is a balanced budget which to be legal it must be and it's not going to get easier in coming years. Chichester District Council set its budget next Tuesday.

A quick note for the rest of County business.

Our Children's Services have continued to improve and once again there is no intention to take West Sussex Children's Services into a Trust. We still of course have an OFSTED in some months' time but feeling quite confident. On a happy note, also one of our social workers Vivian Okeze-Tirado won overall Social Worker of the Year and the Social Justice gold award at the national Social Worker of the year awards. I think we should all be proud of her achievements. She attended Council and we presented her with a bouquet and lots of praise. Huge achievement.

The Queens jubilee draws nearer and most parishes have made announcements with their plans. I do hope I will be able to attend some of them but for those I don't get to I hope your plans are going well and please keep me informed so that I can visit at least some of my parishes. I am sure you can appreciate that with 11 Parishes in my division it's not possible to be everywhere.

I am always happy to try and solve issues and just to refresh if you need help at either County or Chichester District level my county e-mail is janet.dunton@westsussex.gov.uk or jdunton@chichester.gov.uk. My mobile is 07979152898

County Councillor Janet Dunton left the meeting at 8.10pm

23/22 Working Party Reports

- **Allotments:** The Clerk has had a meeting with the allotment manager who was happy with the rent increases. The tenant list for the new season 2022/23 was updated and invoices will be sent out at the end of the month.
- **Village Green:** Councillor Green reported that the green needs thinning out so the Sports Club are hoping to pay a groundsman to scarify and make it a better condition. Councillor Sochovsky stated that some of the "free trees" have been planted and already sprouting. The Clerk to inform the grass contractor when he starts the new season's cutting to be aware of the new trees. The churchyard also needs a cut.
- **Highways including Road Safety Project and Speedwatch:** Councillor Green reported there was no progress as her time has been spent on the Youth Club.
- **Play Area:** Councillor Green had nothing to report.
- **Footpaths, Hedges and Rights of Ways:** There was nothing to report.
- **Planning:** Councillor Baker reported there were two outstanding planning applications which would be discussed after the meeting:

SDNP/22/004400/FUL

Diddlesfold Dressage Manor Farm, Northchapel

Erection of an essential equine rural workers dwelling house

SDNP/22/00481/HOUS and SDNP/22/00482/LIS

Forge Cottage, Valentines Hill, Northchapel
Rear single storey extension/conservatory

There had been no other planning applications discussed since January's meeting. Since the last meeting, Chichester District Council/South Downs National Park has made the following decisions on/given advice on:

SDNP/21/05814/DCOND

Lower Diddlesfold Farm, Diddlesfold Lane Northchapel West Sussex GU28 9EN
Discharge of condition 7 from planning permission SDNP/21/03596/CND
Decision: Approved

SDNP/21/06044/HOUS

42 Luffs Meadow, Northchapel
Single storey side and rear extension
Decision: Approved

SDNP/21/06036/HOUS

Whatelea, Luffs Meadow, Northchapel
Proposed roof change to provide standing height for storage space in roof
Decision: Approved

SDNP/22/00862/DCOND

Potlands Cottage, Valentines Hill, Northchapel
Discharge of conditions 4,5, 6 and 7 for planning permission SDNP/21/03920/HOUS
Decision: Approved

- **Village Hall:** Councillor Holden had nothing to report.
- **Housing:** Councillor Holden reported there is a property in St Michaels Close which is on the second round of bidding so the PC need to keep an eye on this one to ensure there is a local connection.
- **Winter Plan:** There was nothing to report.
- **Northchapel Youth Club:** Councillor Warren reported that Northchapel Youth Club is starting on Tuesday 8th March from 7-8.30pm at the Village Hall. The Club will run during term time. The first session will be everyone getting to know one another with Dot Beglin (the Youth Club leader from the 70's) as Patron and officially opening the Club. Together with Parish Council funding, donations had been received from the Hardship Fund and villagers. It is hoped to find some space at the hall to store all the equipment and Ed is keen that the hall doesn't look like a village hall with bean bags and home comforts. Some weeks the Purple Bus may come along and other weeks it is hoped guest speakers will join to inspire the children. Councillor Holden congratulated everyone involved for their hard work in setting the Youth Club up.
- **Covid Community Action Plan:** This still continues as simply Northchapel's Community Action Plan.
- **Multi Use Games Arena (MUGA):** Councillor Green reported she had resubmitted the SDNP CIL application. She encouraged all to join up as Co-op members and select Northchapel Sports Club as your cause so a share of the Good Cause initiative will be put towards the MUGA. She is also looking into Nectar crowdfunding.

24/22 Update on Manorial Waste outside Deepwell Cottage

Councillor Holden had visited the resident of Deepwell Cottage and he is aware that the area is an eyesore. He is looking for a place locally to store two boats. Councillors offered to help him tidy up the area, find storage

solutions and get rid of any rubbish. Clerk to write to him offering this help and giving him a deadline for removal.

25/22 New trees in the Village

Councillor Sochovsky reported the free trees had been delivered in January and most had been planted on the Village Green with only 6 trees remaining. The search for locations for these continues.

26/22 Update on Village Shop and Post Office

Councillor Green reported the Village Shop was up for sale. There had been days when the shop was not opening until late with reports of out of date or very little stock.

Update: Since the meeting, Councillor Green has met up with the owner and the lease is up for sale however if he can't find the right person, he won't pursue it. The managers are currently travelling from London every day and this is an issue and causing delayed opening times so local accommodation needs to be found. She is hopeful the shop will improve.

27/22 Queen's Platinum Jubilee Celebrations

Councillor Holden has been asked whether the Parish Council would mind if residents put a few chairs and tables on the Village Green on Sunday 5th June to celebrate the Queen's Platinum Jubilee. This was agreed. Councillor Green will speak to the school to get them involved in the celebrations too.

It was agreed the Clerk should go ahead and purchase the Jubilee bench for the Village Green @ £620. The CDC grant of £250 would be put towards this. Councillor Baker offered to take delivery of the bench in May and it would then be sited on the school side of the Green.

28/22 Councillor Training

Mulberry & Co had offered to provide the Council with a 2hr training session for £250 in the daytime or evening. Clerk to suggest a few Thursdays (7-9pm) in May/June and then content can be agreed and confirmed.

Councillor Trussler left the meeting at 8.50pm

29/22 Annual Parish Meeting 2022

The Clerk to look at available dates for the Annual Parish Meeting between 1st April and 1st June and agree via email.

Update: The Annual Parish Meeting will be held on Thursday 28th April at 7.30pm

30/22 Financial Matters

- The Council's current financial position @ £25,957 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 February Salary) @ £519, Mrs Helen Cruikshank (Clerk's Exps Q3 & 4 2021/22 plus backdated pay 2021/22) @ £232 and Concept Waste Solutions (Dog Litter bin emptying Nov 21-Feb 22) @ £162. Plus, the Jubilee bench @ £660 including VAT and delivery
- The Clerk had received a financial request from the Churchyard to help with storm damage and tree surgery. Councillor Green to organise. They have also requested that the PC retain the churchyard budget for the next year which has previously been agreed. This financial year 2021/22 the churchyard has been cut 8 times @ £95 per visit totalling £760.
- The PWLB repayment is due to go out at the end of the month £1,372.53. The outstanding balance on the loan is £24,917.61. The original loan was £40,000 in 2008 for 25 years (ends 2033).
- It was agreed to pay the Parish News invoice of £400 for advertising. Any further funding would be subject to receiving full year-end figures.

31/22 Reports back from meetings attended by Councillors

Councillor Holden and the Clerk had attended the All-Parishes Meeting.

32/22 Clerks Report including correspondence

There were two forthcoming meetings:

- North Parish Meeting – Thursday 17th March at 7.30pm via Zoom
- SDNP workshop – Wednesday 16th March at 6.30pm via Zoom

Councillor Holden to contact a parishioner who has a box of Parish maps which need storing.

33/22 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Thursday 28th April 2022

34/22 Date of next meeting

Thursday 5th May 2022

The Chairman closed the meeting at 9.10pm

Signed

Date