



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a Parish Council Meeting

held at Northchapel Village Hall

On Thursday 3rd November 2022 at 8pm

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

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

There were no members of the public present.

PARISH COUNCIL BUSINESS

78/22 Apologies for absence: Apologies were received and accepted from Parish Councillors Amanda Harman and Robert Moss. And from District Councillor Gareth Evans.

79/22 Code of Conduct and Declarations of Interest: Councillor Green declared an interest in agenda item 83/22: Working Party Reports: MUGA as secretary of the Sports Club.

80/22 Minutes: The Minutes of the Parish Council meeting held on Thursday 1st September 2022 were approved as a correct record and signed.

81/22 Police report: There is no update on the recruitment of new PCSOs.

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82/22 Reports from the Chichester District and West Sussex County Councillors

There was no District Councillor report. Do get in touch directly with District Councillor Gareth Evans with any issues. gbevans@chichester.gov.uk / 07958 918056

County/District Councillor Janet Duncton reported on:

- Children's Service. This continues to improve but as I always say, we are not there yet. A small OFSTED recently was encouraging but we are expecting a thorough OFSTED inspection sometime early in 2023. I do assure you though that we are getting there and it is such an improved Service than it was. As ever it's very difficult getting social workers and we do train many ourselves now. We have also taken some from other Countries that of course we have to train as we want them to work. They are aware that although qualified they will have to take on training that West Sussex require. We are not alone. Rather like Planning Officers, Social Workers are hard to recruit.
- Likewise with our Fire and Rescue. A recent inspection from His Majesty's Inspectorate is happy that we have cleared backlogs especially the home safety visits etc. Always something that needs attention though and attending times have on occasion slipped but that is work in progress. Some will have noticed that the new Fire and Rescue buildings at Broadbridge Heath are coming on a pace and this will also provide training facilities for any Fire and Rescue Services across the Country that would like to make use of them.

- Members have had the usual workshops to keep us up to speed with many items that are dealt with by County and this of course includes the budget which is not expecting to produce any substantial cuts in Services for 23/24. Things get more difficult as we go further forward but that's for another time.
- You will have seen on the news the tragic deaths of 6 young people in West Sussex from suicide. A tragedy hard for all to bear. Mental health is not the remit of West Sussex County Council to deliver the Service. But we must all work together with all the Services. The local Authority is leading the way in developing a ground breaking Mental Health triage service bringing together all partners to the table which is forming the bases of National learning. Such a difficult time for all concerned.
- For those of my Parish's that are inside the South Downs National Park we are also having to find savings and every member of the Staff was written to some time back and informed of the situation and asked for their views on leaving or taking redundancy. When I say leaving of course that is an option but some moved to different positions taking on other responsibilities etc. This is working well at the time of writing. Twice a year all members and staff have a meeting together which helps us all understand one another's position on the various responsibilities. We are still very keen to make sure that access to the park is easier for all and as a National Park we have the biggest population on our boundaries and inside the park than any other National Park in the country. It's a great place for all so we must try and make it accessible for all.
- I have tried to get some of the leaflets and posters out for an initiative called 'Supporting you'. The Supporting You team at CDC is now in place and aims to provide a holistic Service for those struggling with the cost-of-living rises. The team is 5 strong and works along with Social Prescribing and Wellbeing team. Contact can be made by either supportingyou@chichester.gov.uk or calling 01243 534860.

I know each Parish has different issues they need to discuss with me and I hope to get to as many village events and Parish Council meetings as is possible and if I don't make all Parish Councils I am sure the Clerks will send queries to me as normal and that is jdunton@chichester.gov.uk janetdunton@westsussex.gov.uk or my mobile 07979152898.

83/22 Working Party Reports

- **Allotments:** The Clerk has been asked by the allotment manager to obtain quotes for the hedge cutting. Apples & Pears and Sussex Land Services had been contacted. It was agreed to go ahead with the quote from Apples & Pears as it was the only one received @ £450 plus VAT and the company always do a very good job with works in the village.
- **Village Green:** Councillor Green said there was nothing much to report. The patch where the bonfire had been, would be re-seeded.
- **Highways including the Village Road Safety Project and Speedwatch:** Councillor Green reported Speedwatch would be a New Year project now. The drainage works carried out earlier in the year have been successful as there has been no further flooding even with the huge amount of rain of late.
- **Play Area:** Councillor Green thanked Straight Line Fencing for removing the treehouse due to it being deemed unsafe. The Clerk to put an article about this in the Parish News. Councillor Green had not heard back from Playsafe Playgrounds regarding the concern raised with the roundabout following the annual inspection but would chase. Future spend on the playground will be discussed at the precept meeting.
- **Footpaths, Hedges and Rights of Ways:** Councillor Trussler to report a sign down on the footpath leading to the. The Creek footpath had been repaired by WSCC.
- **Planning:** Councillor Baker reported there were three outstanding planning applications to be discussed tonight as follows:

SDNP/22/04337/HOUS

Fairwinds, Hillgrove Lane, Northchapel GU289EN
Single storey extension and internal alterations

SDNP/04840/LIS

Parkgate, Shillinglee Road, Northchapel GU8 4SX

Conversion of existing outbuilding to provide habitable accommodation and the construction of a light link access between outbuilding and main house

SDNP/04923/TCA

Southview, Petworth Road, Northchapel GU28 9HW

Notification of intention to fell 1 no. Oak tree

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

SDNP/22/04264/FUL

Fisher Hill Flat, Fisher Street, Northchapel GU28 9EJ

Demolition of existing flat and garaging and its replacement with a two storey, 3-bedroom ancillary residential annexe, garage and bin store. Plus, a plant room for adjacent cottage.

SDNP/22/04217/TCA

Oaklands, Northchapel GU28 9HW

Notification of intention to fell 1 no Cherry tree and 1 no Field Maple tree

SDNP/22/03985/TCA

3 Cylinders Cottage, Fisher Street, Northchapel GU28 9EL

Notification of intention to crown reduce by 2m and crown lift to 2m on 1 no Walnut tree and 1 no Bay tree

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

SDNP/22/04032/APNB

Land West of Copygrove Cottage, Valentines Hill, Northchapel GU28

Proposed secure lock-up for woodland management

Decision: Objection

SDNP/22/03985/TCA

3 Cylinders Cottage, Fisher Street, Northchapel GU28 9EL

Notification of intention to crown reduce by 2m and crown lift to 2m on 1 no Walnut tree and 1 no Bay tree

Decision: Raise no objection

SDNP/22/04217/TCA

Oaklands, Northchapel GU28 9HW

Notification of intention to fell 1 no Cherry tree and 1 no Field Maple tree

Decision: Raise no objection

SDNP/22/04235/APNB

Goffs Farm, Northchapel GU28 9EQ

Agricultural building

Decision: Prior approval required and refused

SDNP/22/04572/APNB

Manor Cottages Farm, Diddlesfold Lane, Northchapel GU28 9EN

Agricultural storage building, agricultural access track and turning area

Decision: Prior approval required and refused

- **Village Hall:** Councillor Holden said there was nothing much to report. They had taken on an extra cleaner for 2hrs on a Wednesday. Weekly Pilates classes had reduced from 3 to 2.
- **Housing:** Councillor Holden had nothing to report.

- **Winter Plan:** The Clerk was waiting for Councillor Moss to send through a copy of the PL insurance so it can be sent to WSCC to finalise the Winter Resilience Plan.
- **Northchapel Youth Club:** Councillor Green reported the Youth Club is going very well but it is very noisy now they are having indoor sessions in the Village Hall. She stated there is a real problem with the acoustics which is preventing volunteers from coming forward. She would like the Village Hall to consider options to help with this.
- **Community Action Plan:** The plan is still there for those who need help.
- **Multi-use Games Arena (MUGA) project:** Councillor Green reported the good news that the Co-op Community Fund had raised £1,800 for the project. Unfortunately planning permission for the MUGA has now expired however they will be re-applying. January's priority is to get the application in for the National Lottery grant. The SDNP CIL grant will be re-applied for once they are nearer (75%) the target. This year had been successful with fundraising with Councillor Sochovsky raising £3,000 with his bike ride, the Summer Fair raising £1,500 and the Bonfire/Fireworks event (amount tbc).

84/22 Village Bonfire Event

The bonfire and fireworks held on Saturday 29th October had been a really successful event. The fire lit up the green beautifully and lots of lovely comments had been received since. There were improvements with provisions on the night and many felt the small low-key event was perfect for the community. As always, more volunteers were required on the night with marshalling and also to help clear up the following morning. An event like this, requires a lot of hard work. Thanks were given to the entire team who organised it.

85/22 Village Christmas tree

Councillor Baker once again kindly agreed to supply a Christmas tree for the Village Green. Councillor Green would source some more solar lights. Councillors Sochovsky and Warren offered to secure the tree.

86/22 Village Parking

Village parking continues to be a nightmare. Use of the Church car park during school pick up time is not an option as they already have a problem with people using the car park. Parking in laybys throughout the village is an issue. The shop is losing custom because of this. The Parish Council is concerned about this as the shop is an integral part of the community. It was suggested the shop put an article in the Parish News. Clerk to compose a flier and Councillor Green to knock on doors and deliver to neighbouring properties explaining the issue. Clerk to also compose a flier asking for consideration with parking and no pavement parking along the main road. It is treacherous for school children who have to go out into the road to pass, not to mention those with mobility issues.

Councillor Baker kindly offered temporary storage to the owner of Deepwell Cottage in order for him to clear the two boats and make space for car parking on the Manorial Waste land in front of the property. Clerk to contact the resident.

87/22 Flower Bed Maintenance

Councillor Green to ask a resident whether she would take on responsibility of the flower bed in the spring.

88/22 Bus Shelter

Improvements to this area and a plaque would be discussed further at March's meeting.

89/22 Financial Matters

- The Council's current financial position @ £41,899 was noted.
- The Bank reconciliation as at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted. Payments were approved for; Concept Waste Solutions (Dog litter bin emptying) @ £156 and £60, WSCC (Clerk's September Salary) @

£528, WSCC (Clerk’s October Salary) @ £528, WSCC (Payroll Admin Charges) @ £49, Business Stream (Allotment Water) @ £47, Sussex Land Services (September’s Grass cutting) @ £522 and Mrs Helen Cruikshank (Clerk’s Q2 Expenses) @ £85.

- The Budget Monitoring sheet as at Appendix 4 was noted.
- Request for funding for grants and donations will be discussed at the Finance meeting next month. Please encourage groups and organisations to get their grant forms in by 30th November.

90/22 Reports back from meetings attended by Councillors

Councillor Sochovsky had attended a SDNP workshop meeting which had been very planning heavy.

91/22 Clerks Report including correspondence

The Clerk to attend a North Chichester District Police Focus Group on Friday 18th November 2pm. There is the WSALC AGM on Friday 25th November in Billingshurst at 10am if any Councillors would like to attend.

Thank you to all those who participated in the Tidy Up session on Saturday 1st October.

The Remembrance silhouettes would kindly be put up by Councillor Baker this week.

The Parish Council’s May 2023 meeting date has changed to Thursday 18th May due to elections and the King’s coronation.

92/22 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Thursday 29th December 2022

93/22 Date of next meeting

Thursday 1st December 2022 at 8pm (FINANCE AND PRECEPT ONLY MEETING)

Date of next full PC meeting is Thursday 5th January 2023

The Chairman closed the meeting at 8.50pm

Signed

Date