



NORTHCHAPEL PARISH COUNCIL

DRAFT Minutes of a Parish Council Meeting

**held at Northchapel Village Hall
On Thursday 6th July 2023 at 8pm**

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

In attendance: Mrs Helen Cruikshank, Parish Clerk
County Councillor Janet Duncton
District Councillor Garth Evans
District Councillor Charles Todhunter

There were no members of the public present.

PARISH COUNCIL BUSINESS

There were no questions

42/23 Apologies for absence: Apologies were received from Parish Councillor Laura Green.

43/23 Declarations of Interest: There were no declarations of interest.

44/23 Co-option of Councillor

There was no co-option. There are currently two vacancies on the Parish Council. If anyone is interested in becoming a Councillor, then please contact the Clerk or any existing member.

45/23 Minutes: The Minutes of the Annual Parish Council meeting held on Thursday 18th May 2023 were approved as a correct record and signed.

46/23 Reports from the Chichester District and West Sussex County Councillors

County Councillor Janet Duncton said as ever, there is lots happening. It seems that when a break is looming, like August, everything gets crammed in before. However, that's not always a bad thing and if anything arises during August that you need to know, I will keep you informed.

We are still working hard at **County Highways** to get up to date with roads and their problems in West Sussex. Now that Midhurst is open, we have to put a lot of labour into doing the roads up around Midhurst that of course get badly damaged when then main highway was closed to traffic and of course Pulborough needed extra attention on its side roads as well.

We had an online meeting today regarding Locality issues and population trends since the **2021 Census**. This is for Chichester District. They always appear to come through slowly but there is a tremendous amount of data to get through. One or two interesting items I picked up from the meeting I will try and give you a flavour: these figures are for the Chichester District only and match quite well with Horsham and Mid-Sussex but vary enormously in other Districts and Boroughs. There was a lot of information regarding Afghan and Ukraine refugees. Originally, we had some 2250 Ukrainians with sponsors, that number is now about halved for many various reasons. Some of the hosts only committed to the 6-month period, some refugees decided to go back to Ukraine or indeed other Countries, some in Europe and some further away and many returned to Ukraine for various reasons often connected to family members. I think the figure given was 25% gone back, 9% move to other Countries and some 3% what are called tourist visitors who in the 3 years they are allowed to stay and choose to go back and forth. We are still looking for host families if you know of any who would consider

taking anyone in. I do not have a lot of information about Afghan refugees but there has been some real success I know. Many who were well educated let's say as Doctors and Nurses in their Country have been taken through University in this Country so they are able to practice here. Another interesting statistic which won't come as a surprise is the average house price in the Chichester District. The highest is Wisborough Green with an average price of over £700,000. Quite staggering when you look back at the sort of prices that property used to be.

The other item of interest to us all is **Highways** and the dreaded potholes! We now have three of the great patching machines going around the County which do a marvellous job. I for one am glad that we are getting rid of the, if I may use the terminology, bucket and spade approach which we all know does a quick job but doesn't last so back they have to come again. To keep working on potholes and as three patchers can't be used everywhere, the contractors will be using the cutting out and filling method which have been used successfully for some years as well. Obviously, it is not as good as the patcher but it cuts out where the holes are and they are filled properly once cut out. All I can say more is that I report all I am made aware of and see for myself and would encourage anyone who wants to, to use the online facility on the web to report a highways issue. www.westsussex.gov.uk/roads-and-travel/report-a-pothole-online/

I have recently visited the Platinum House Fire and Rescue facility at Broadbridge Heath which is fully open for use this mid-July. Already we have Fire and Rescue services across the Country looking and, in some cases, booking training at this facility. It truly is state of the art.

Please contact me on janet.dunton@westsussex.gov.uk or mobile 07979152898 if you would like further information.

District Councillors Gareth Evans and Charles Todhunter reported on the following:

Local Updates

21/00466/OUT – Land West of Cornwood Townfield Kirdford West Sussex – Expected to go to planning committee in July.

Lagoon 3 – Reminder trial date is 23rd August 2023 at 10:00am at Horsham Magistrates. Will update when there is further guidance.

Crouchlands Proposed Developments and 22/02346/OUT Foxbridge Golf Club, Foxbridge Lane – A meeting with the developer, Loxwood District Councillors and Senior Officers taking place on 11th July. The Leader of the Council has also been invited and will attend time permitting.

Old School House, Loxwood – This has been refused on the grounds it is a locally significant heritage asset and any future application need to take its status as a locally listed building. It also was refused due to the cramped layout and location outside the settlement boundary.

Loxwood Shop Update: There has been a further delay to the S106 but the CDC are proactively keeping us up. We will update as soon as we have something more concrete, we can comment on.

Bittlesfield, Balls Cross We visited a resident who is having challenges getting a planning application through to renovate their house that they purchased in 2019. There are several inconsistencies in CDCs determination approach that Charles and I are trying to unpick.

CDC Wide Updates

Midhurst

Midhurst road has re-opened ten days ahead of schedule.

Next Full Council Meeting – Tuesday 18th July

Meeting your District Councillors:

Gareth has the following surgery dates scheduled:

Saturday 1st July – Old Mill Café, Wisborough Green (12pm-2pm)

Saturday 15th July – Ifold Stores, Ifold (12pm-2pm)

Saturday 19th August – Northchapel Club (12pm-2pm)

Should the dates suggested not be suitable for you or there are any other reasons preventing you from seeing us we are also happy to do home visits, telephone calls or zoom calls.

Our contact details:

Cllr. Gareth Evans, email: gbevans@chichester.gov.uk or telephone 07958918056

Cllr. Charles Todhunter, email ctodhunter@chichester.gov.uk or telephone 07986344365

Councillor Holden reported there are still three empty properties; two flats in Luffs Meadow and a 3-bedroom house in St Michaels Close which has been empty for 6 months. Surely someone with a local connection would love to make this their home. District Councillors noted this. Residents had received no response from Hyde with regard the overgrown nature of the trees coming from 23/24/25 Luffs Meadow encroaching on the footpath which leads to the main road. District Councillors Evans and Todhunter requested that the residents concerned, contact them directly so they can assist in getting the issue resolved.

Janet Duncton left the meeting at 8.15pm

47/23 Working Party Reports

- **Allotments:** Councillor Holden to visit the allotments to inspect.
- **Village Green:** The Coronation bench had been delivered and would be installed on the Green once the fair had departed.
- **Highways:** There is a village meeting being held on Thursday 20th July at the Northchapel Club at 7.30pm to discuss the speed of traffic and other issues in the parish and how the new speed limit policy may be implemented.
- **Play Area:** The annual ROSPA report following the playground inspection is due. Councillor Green is going to put up some “NO dogs allowed in the play area” signs following reports of people taking their dogs into the playground.
- **Footpaths, Hedges and Rights of Ways:** A complaint had been received about the overgrown state of the footpath (FP588_1) which runs behind Oaklea on Hillgrove Lane. Clerk to report to WSCC. The owner of Manor Farm Cottages has confirmed he will get the hedgerows cut running along Hillgrove Lane once September arrives. Concern was raised regarding the state of the wall outside Valentines Hill Cottage as it is cracked and leaning onto the pavement causing access issues. *Update: this has now been repaired.*
- **Planning:** Councillor Baker said there was one outstanding planning application to be discussed tonight:

SDNP/23/02403/FUL

Land East of Northchapel Village Hall

Construction of a multi-use games arena

The following planning applications had been discussed since May’s meeting:

SDNP/23/01113/FUL

Littlewoods Farm, London Road, Northchapel GU28 9EQ

Change of use of redundant agricultural barn to 1 no. 3 bed holiday let

SDNP/23/02136/SCREEN

Northchapel Waste Water Treatment Works, London Road, Northchapel GU28 9EG
Screening opinion – upgrade works

SDNP/23/01967/TCA

St Michaels Church, Northchapel GU28 9HP

Notification of intention to crown reduce by 1m on 1 no Yew tree and 1 no. Western Red Cedar tree

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

SDNP/22/05934/HOUS and SDNP/22/05935/LIS

Frith Hill Court, Pipers Lane, Northchapel

Internal and external changes to main house including single storey extension, new pergola, changes to fenestration and addition of a flue.

Decision: Approved

SDNP/23/01624/LIS

Forge Cottage, Northchapel GU28 9HX

Removal and replacement of timber and glass front door and frame

Decision: Approved

SDNP/232/04264/FUL

Fisher Hill Flat, Fisher Street, Northchapel GU28 9EJ

Demolition of existing flat and garaging and its replacement with a two storey, 3 no. bedroom ancillary residential annexe, garage and bin store, together with plant room for the adjacent cottage

Decision: Approved

SDNP/23/02207/DCOND

Manor Cottage, Diddlesfold Lane, Northchapel GU28 9EN

Discharge of condition 1 of SDNP/23/01117/APNB

SDNP/23/00869/LDE

Willow Spring Farm Hillgrove Lane Northchapel West Sussex GU28 9EN

Existing lawful development - the applicant has resided within the barn for at least the past 4 years continuously. The barn is therefore in C3 residential use

Decision: Refused

SDNP/22/00400/CND

Diddlesfold Dressage, Manor Farm Lot 1, Diddlesfold Lane, Northchapel GU28 9EN

Erection of an essential equine rural workers dwelling house (tied to Diddlesfold Dressage) – minor material amendments to design of the dwelling

Application withdrawn

SDNP/23/00775/HOUS

Tanya House A283 Valentines Lea to Valentines Hill Valentines Hill Northchapel GU28 9EH

Erection of detached outbuilding

Decision: Approved

SDNP/23/01967/TCA

St Michaels Church, Northchapel GU28 9HP

Notification of intention to crown reduce by 1m on 1 no Yew tree and 1 no. Western Red Cedar tree

Decision: Raise no objection

- **Village Hall:** Councillor Holden said there was nothing to report.

- **Housing:** Councillor Holden said there was nothing further to report than that already discussed under the District Councillors' report.
- **Winter Plan:** There was nothing to report.
- **Northchapel Youth Club:** Councillor Warren reported that the Youth club was going well with 32 children at last week's evening.
- **Multi-use Games Arena (MUGA) project:** The resubmission of the planning application had come through to the Parish Council.

48/23 Parish Parking issues

With regard the Valentines Lea pinch point issue and the suggestion of deeper parking spaces, the Clerk reported that any changes to the highway is the responsibility of WSCC Highways not Hyde. Therefore, the village would need to undertake a Community Highway scheme (and WSCC have indicated that issues like this would score as a very low-level priority and will take a couple of years if even successful) or undertake a s278 agreement if someone wishes to pay for the works. Councillor Greet offered to ask Tidey & Webb for a price to extend the parking spaces as a starting point.

The Clerk to contact the local PCSO to see if he can offer advice on how to deal with the inconsiderate and dangerous parking on the main road.

49/23 Bus Shelter tidy up

Councillor Greet to clear and tidy up the bus shelter by Central House. Councillor Holden to visit the house on the main road by the entrance to the Church car park to ascertain who is responsible for cutting the overgrown verge.

50/23 Emergency Plan

Following the water outage in Horsham District which had shown a lack of any resilience plans in the district, it was agreed the Parish Council would look into adopting a formal Emergency Plan for the village. The Clerk to contact Chichester District Council for advice.

51/23 Financial Matters

- The Council's current financial position @ £38,623 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 the following: WSCC (Clerk's June Salary) @ £563, Mrs Helen Cruikshank (Clerk's Exps inc. playground signs) @ £91, Function 28 Ltd (Website hosting fee) @ £36 and Sussex Land Services (Grass cutting-June 2023) @ £498
- The Budget Monitoring sheet as at Appendix 4 was noted.

51/23 Reports back from meetings attended by Councillors

There had been no recent external meetings.

52/23 Clerks Report including correspondence

- The next SDNP event for parishes is on Wednesday 4th October at 6.30pm
- The next Police monthly meeting is Monday 31st July 4-5.30pm via Teams

The Clerk to write to CDC asking why the All-Parishes Meetings are no longer held in person at East Pallant House as Councillors felt they learnt a great deal more from these and they were a good networking opportunity rather than the online version.

As no-one has come forward to be the new editor for the Parish News, four members of the Parochial Church Council (PCC) have taken it on. Watch this space!

53/23 Items to be included on the next agenda

Please inform the Clerk of any items to go on the agenda by Thursday 31st August 2023

54/23 Date of next meeting

Thursday 7th September 2023 at 8pm

The Chairman closed the meeting at 8.50pm

Signed

Date