

LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING
OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL
ON THURSDAY 6TH OCTOBER 2022 AT 7.30PM

Councillors Present: Mrs B Burkhart, Mrs J Landstrom, Mrs A Martin-Jenkins (Chairman), Mr Andrew Loughan and Dr A Tate

In Attendance: District Councillor Peter Wilding
County Councillor Janet Duncton
Mrs H E Cruikshank (Clerk)

The Chairman declared the meeting open at 7.30pm and welcomed all to the meeting.
There were two members of the public in attendance.

LURGASHALL VILLAGE SHOP MANAGEMENT COMMITTEE: UPDATE ON THE SHOP

Two members of the Village Shop Management Committee updated the meeting following the detailed chat by another member at the Annual Parish Meeting in April. This year's turnover is in line with the budget. The manager has left so there are savings on salary of £8-9k per annum. Currently the shop is helped by a lot of builders being in the village so footfall has increased. It is unlikely the shop will break-even this year. The aim is to maintain the budget for the rest of the financial year, improve the profit by improving the buying. The shop is looking for a part-time person to help with this but although this has been advertised, there have been no applications to date. A new volunteer drive will be pushed. There are currently 30-35 volunteers but it is hoped this will be increased. A coffee morning is being organised to encourage more helpers. The team is feeling positive for the future with two new board members. They want the shop to be for everyone and are trying to maintain a balance of products for the whole community.

It was suggested that the shop use Lurgashall Link Facebook page more to advertise and reinstate the sending out of weekly emails for promotions.

The Chairman thanked the Village Shop Committee for their time tonight, their hard work (and the staff and volunteers too) and commitment to providing the village with such an attractive shop which is a huge benefit to Lurgashall and was an absolute saviour during the pandemic.

Public Question time

There were no questions

The two members of the public left at 7.50pm

PARISH COUNCIL BUSINESS

64/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Parish Councillors Ray Cooper, Neil Jowett and Vanessa Semmens.

65/22 CODE OF CONDUCT

The Chairman reminded members of their responsibilities under the Code of Conduct.

66/22 CO-OPTION OF COUNCILLOR

There was no co-option.

67/22 MINUTES OF THE LAST MEETING

The minutes of the last Parish Council meeting held on Thursday 21st July 2022 were approved and signed by the Chairman as a true record.

68/22 MATTERS ARISING

The mobile skip which came on Saturday 24th September had been very popular and well-used once again.

69/22 COUNCILLORS REPORTS

District Councillor Peter Wilding reported on the following:

Cost of Living

Many people within our district are struggling with the rise in the cost of living. CDC has now launched a campaign 'Supporting You' in partnership with the Observer Series to highlight the range of support that is available. The campaign will cover tips on how to save money, including energy efficiency measures; help with finances; health and wellbeing; help with housing; and supporting local businesses.

Levelling Up funding

CDC have submitted a £13.7 million Levelling Up bid to government to help revitalise Chichester. The Government will announce who has been successful later in the Autumn. There are three projects involving improvements to: Northgate, Priory Park and Cathedral Square

Energy Rebate Scheme

Work continues on paying households their Council Tax Energy Rebate. To date, we have paid out £4,718,100 to 31,454 households, representing 92% of all eligible households in the district. The remaining households (2,617) who have not directly requested this rebate will instead have their £150 rebate credited to their Council Tax account in early September. All five groups of the Discretionary Energy Rebate scheme are now open. CDC have received funding to allow for 1,831 Discretionary awards. So far, we have issued 414 awards, paying out a total of £62,100 from a grant allocation of £274,650.

St James Industrial Estate

Final finishes are being completed to the new units. These units will be ready for letting shortly.

Any queries of a District nature, please do not hesitate to contact Peter Wilding on pwilding@chichester.gov.uk

County Councillor Janet Duncton reported on:

- The inquiry for the Shoreham Airshow crash which happened in 2015 is starting this November/December. You have to feel for the family and friends of those who lost their lives. This has been a long time coming.
- If you have never been to Buchan Park just south of Crawley. It's had a lot of work done on it and this year is celebrating its 40th anniversary.
- Phase one of the electric charging for on street has been revealed and is going ahead. You may have seen that Chichester District Council has not signed up with West Sussex. There is a good reason for this because CDC have already started installing their electric vehicle charging points in 9 of their Car Parks 2 in each and Petworth has 2 at the north end of Pound Street car park. Actually, the streets of Petworth are not suitable for the charging points as not only are many of the pavements narrow but traders especially are keen to keep as many parking spaces as possible for their trade and once you say have one or two points in the street that space is no longer available for general parking which is not ideal in a place like Petworth.
- Ash Dieback continues to be a source of concern not only for County but for all of us who would rather have trees growing and flourishing and at the moment it seems we have not got this under control.

- Generally, very good results for West Sussex Students and the GCSE results. I am sure their hard work paid off and you can only wish them well for their futures.
- A new partnership is set up which will help the elderly and vulnerable. Apetito will work with Health & Independent living support as from October and it looks like this partnership is now signed up for the next 5 years. The HILS drivers with our customer support team will continue to ensure customers are healthy and safe.

Mrs Martin-Jenkins queried the percentage of WSCC staff who are still working from home. Mrs Duncton said she would find out.

Any queries of a County nature, please do not hesitate to contact Janet Duncton on janet.duncton@westsussex.gov.uk or mobile 07979152898

County Councillor Janet Duncton left the meeting at 8pm

70/22 FINANCE

The Clerk had previously distributed Appendix 2a and b which included:

- a) A statement of the position of the Council's bank accounts as at 28th September 2022 incorporating details of payments which needed to be made, and for which approval was sought.
- b) Budget Monitoring sheet as at 28th September 2022

The Council's current financial position at £40,304, bank account and budget monitoring sheet were noted. The second instalment of the precept (£12,500) had been received.

Moore, the External Auditors were happy with the y/e 2021/22 accounts and the Annual return. The Conclusion of audit statement has gone onto the website.

The members duly approved the payments for Goss Mini Skips (Mobile skip hire) @ £960 and Moore (External Audit 2021/22) @ £240 plus the budgeted annual donations as follows:

Lurgashall PCC £500
 Lurgashall Village Hall £1,000
 Lurgashall Cricket Club £560
 Northchapel Primary School £1,250
 Lurgashall Recreation Association £500

The Village Shop donation was discussed under item 78/22.

71/22 REVIEW AND UPDATE OF STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk had previously distributed the documents as Appendices 3 and 4. She stated that standing orders are the written rules of a local council. Standing orders are essential to regulate the proceedings of a meeting. Financial regulations are standing orders to regulate and control the financial affairs and accounting procedures of a local council. The financial regulations, as opposed to the standing orders of a council, include most of the requirements relevant to the council's Responsible Financial Officer (RFO). Lurgashall's Parish Clerk is both Clerk and RFO. All members agreed to adopt the updated documents. These will be reviewed annually going in future.

72/22 PLANNING

The Clerk had previously distributed Appendix 5.

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/22/03058/FUL

Location: Tappers Barn Jobsons Lane Windfall Wood Common Lurgashall West Sussex GU28 9HA

Proposal: Change of use of disused winery to holiday lets with replacement single storey side extension and demolition of outbuildings

SDNP/22/03059/LDE

Location: The Granary Boxalland Farm Petworth Road Lurgashall Haslemere West Sussex

Proposal: Existing lawful development for use of building as a single dwelling (Use class C3)

SDNP/22/03461/FUL

Meadow Cottage, Cotchet Lane, Lurgashall, Petworth, West Sussex GU27 3BS

Erection of a dwelling together with associated works following demolition of existing dwelling

SDNP/22/00797/HOUS

Woodkeepers Cottage, Jobsons Lane, Lurgashall, Petworth, West Sussex GU27 3BX

Conversion of roof void over garage to provide ancillary accommodation for use with the occupation of the main dwelling.

SDNP/22/04126

Meadow Cottage, Cotchet Lane, Lurgashall, Petworth, West Sussex GU27 3BS

Erection of 1 no garage and associated works following demolition of 3 existing outbuildings

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/22/01077/HOUS and SDNP/22/01242/LIS

Brook Hill, The Hole, Blind Lane, Lurgashall GU28 9HB

Erection of a single storey extension to north facing elevation

Decision: Approved

SDNP/21/02871/LIS

Aldworth Farm, Jobsons Lane, Lurgashall GU27 3BY

Amendments to extant listed building consent SDNP/16/03557/LIS to retain the existing roof structure of the 1972 extension and incorporate two rooflights windows in the proposed catslide roof; variations to the internal alterations and replacement fenestration to SW extended section and NE extended section.

Decision: Approved

SDNP/22/01536/HOUS

Well House High Hamstead Lane Lurgashall West Sussex GU28 9ET

Addition of 1 no. dormer into lean-to roof on south elevation.

Decision: Refused

SDNP/22/01746/LDP

Meadow Cottage Cotchet Lane Lurgashall West Sussex GU27 3BS

Proposed lawful development stationing of 1 no. mobile home within domestic curtilage of the main dwelling

Decision: Approved

SDNP/22/02798/CND

Dial Green House Dial Green Lane Lurgashall West Sussex GU28 9HA

Demolition of existing dwelling and outbuildings and construction of replacement two storey dwelling.
(Variation of condition 2 of permission SDNP/19/02988/FUL - alterations to the proposed plans

Decision: Approved

SDNP/22/03059/LDE

The Granary Boxalland Farm Petworth Road Lurgashall Haslemere West Sussex GU27 3BH
Existing lawful development for use of building as a single dwelling (Use class C3)

Decision: Approved

SDNP/22/03654/PRE

1 The Quell Cottages Quell Lane Lurgashall Haslemere West Sussex GU27 3BW

The placement of 4G external antenna(s) to receive broadband services to meet OFComm10 Mbit/s service level.

Advice provided

An Article 4 direction and TPO has been placed on the entire wood at Goffs Copse.

District Councillor Peter Wilding left the meeting at 8.30pm

73/22 HIGHWAYS INCLUDING VILLAGE GREEN AND WINTER MANAGEMENT

The Clerk reported that WSCC Highways are waiting for a road closure approval before they commence with further road repairs including jet patching on Jobsons Lane.

Mrs Martin-Jenkins and Mrs Burkhart agreed to meet with Lodsworth Parish Councillor Tom Richardson to discuss the state of the road (HGV use, road surface and narrowness) from Gospel Green to the A272.

The Clerk stated that the noticeboard on the Village Green was in a bad state of repair. It was agreed a new one should be sourced. Mrs Burkhart to contact Savills and ask them to sponsor it to help with the cost.

The Clerk to contact County Councillor Janet Duncton regarding reports that no due care and attention is taken by the contractors carrying out the verge cutting.

74/22 PLAYGROUND

The Clerk to look into grants available for new playground equipment.

75/22 ALLOTMENTS

Mrs Landstrom reported the allotments are still full and there is an autumn tidy up organised for next weekend. Jonathan Wright has cut the hedges and we are awaiting the water bill for the summer months.

76/22 RIGHTS OF WAYS

Mrs Martin-Jenkins reported there are brambles everywhere and much general autumnal growth.

77/22 L.R.A

Dr Tate reported on a water leak at the Jubilee Field which had now been sorted.

78/22 LURGASHALL VILLAGE SHOP

After discussion, it was agreed to pay the budgeted £4,000 annual donation to the Lurgashall Village Shop. Future funding would be discussed at December's Finance meeting.

79/22 UPDATE ON SOUTHERN WATER WORKS IN GREENGATES

Mrs Landstrom reported the tankers are not coming as often as they were but there is still no solution. Southern Water has finally sent out letters to residents following the complaints raised by Mrs Semmens including the lack of communication. Southern Water state the increased amounts of tankers attending its wastewater site is due to problems with products being flushed which shouldn't be and an increase in people living in the area which the site services. The Clerk to ask her for the latest update and enquire what Southern Water's long-term plan is.

80/22 NEW LITTER BIN

It was agreed that a pole with a bin would be preferred at the left of the entrance to the Jubilee Field. The Clerk would purchase one once Chichester District Council had approved the change in site for collection purposes. It was currently unable to add any new collections.

81/22 FLAGPOLE

The Parish Council agreed to that the village should have its own flagpole. The Clerk reported that Lodsworth had recently upgraded theirs, using a company called Hampshire Flag (6m flagpole plus a Union Flag plus installation and delivery was £800 plus VAT). The Clerk to speak to Mr Wilding who had mentioned that there were two going spare at the old winery.

82/22 CORRESPONDENCE

- SDNP workshop in Tuesday 18th October at 6-8.30pm Midhurst. Two reps are allowed per Council
- Consultation on SDNPA Equestrian Development Technical Advice Note: 6 weeks until Thursday 10th November. Provides advice and guidance for applicants and decision makers on equestrian development.
- WSALC Chair and Clerks forum – Monday 10th October 7pm Thursday 13th October 10.30am
- SDNPA Opening of 2022/23 call for projects for CIL funding from 1st October – 31 January 2023
- Police Focus Group – Friday 18th November 2-3.30pm online (The Clerk to attend)

The Clerk had received an email from a Bexley Hill resident asking why the defibrillator in Lurgashall is not on the national database. Dr Tate reported there are in fact many databases not just one. At first the Lurgashall one was on the SECAMB database which he updated monthly but the system has since stopped. He has now put the defibrillator on the GoodSam alert.

83/22 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

There were no urgent matters.

84/22 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 3rd November 2022

85/22 DATE OF THE NEXT MEETING

The next meeting is on Thursday 10th November 2022

There being no other business, the Chairman closed the meeting at 9.15pm