

**LURGASHALL PARISH COUNCIL**  
**DRAFT MINUTES OF A MEETING**  
**OF THE PARISH COUNCIL HELD AT THE VILLAGE HALL**  
**ON THURSDAY 16<sup>TH</sup> MARCH 2023 AT 7.30PM**

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

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

The Chairman declared the meeting open at 7.30pm and welcomed everyone to the meeting. There was one member of the public in attendance.

Public Question time

There were no questions.

**PARISH COUNCIL BUSINESS**

21/23 APOLOGIES FOR ABSENCE

Apologies were received from Mrs V Semmens and from County Councillor Janet Dunton.

22/23 CODE OF CONDUCT

The Chairman reminded members of their responsibilities under the Code of Conduct. The Civility & Respect Pledge agenda item was adjourned until May's meeting.

23/23 MINUTES OF THE LAST MEETING

The minutes of the last Parish Council meeting held on Thursday 12<sup>th</sup> January 2023 were approved and signed by the Chairman as a true record.

24/23 MATTERS ARISING

Mrs Burkhart said she had received one refurbishment quote for the noticeboard @ £2,000. She is also looking into getting prices for brand new ones as well as a further quote to make the noticeboard serviceable. She would then liaise with Savills and a way forward can be agreed by Councillors via email.

A Hillgrove resident had asked whether extra passing spaces could be added onto Blind Lane leading into the village to enable residents to more easily use the Lurgashall Village Shop rather than Northchapel's. The issue was noted but Lurgashall parish is full of narrow lanes and Blind Lane may be avoided if you drive via Upperton Road and Mill Lane into the village.

25/23 COUNCILLORS REPORTS

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

- County Council have set their budget and the Council Tax increase for County is 4.99%. The County Services part of this is 2.99% and the 2% is ring fenced for Adult Services. You no sooner finish one budget than you start the next but for this year at least we have managed to balance the budget without losing any of our services.
- A Special Needs School is being rebuilt called Woodlands Meed College in Burgess Hill. This will be a wonderful facility for a large number of special needs pupils in West Sussex.

- There still seems no end in sight for water neutrality in this part of the World. This puts a huge delay on any development. Horsham District Council is taking the lead on this with Southern Water. Talking of Southern Water, I am still trying to get a date when some of the parishes can put some questions to Southern Water especially about flooding issues. As soon as I have some dates, I will get them out to the Clerks.
- As you can well imagine as if it wasn't bad enough trying to keep up with potholes, they have got considerably worse since first of all the excessive rainfall and then the intense cold. However, I do all I can to report potholes and report all I see and those reported to me. Once accepted as needing attention they hope to get them done within 28 days. I can't pretend that this isn't a struggle at the moment but I am assured that the patching machine will be back in action again this Spring and this does do a wonderful job.
- At the moment there are several large planning issues especially in the northern part of the district. These create a lot of work and often take some time to get answers. I know that at the moment it is difficult getting qualified Planning Officers and so many Councils are after the same people. Everyone is trying to get a full complement in their Planning departments and it is on occasion delaying things.
- I know that some parishes have been having a problem with some social housing properties and the possibility that the residents have mould. The Cabinet member and Leader have been in talks with the Housing providers and Government departments and the situation is being taken very seriously. I believe the Government have now said it must be dealt with and although Chichester doesn't own the housing stock it will be making sure that the providers deal with this problem. It is unacceptable if the residence is unfit due to mould.
- The new Fire Station and Training Centre at Broadbridge Heath is nearly ready now and I will let you know when it is proposed to be up and running. On the same theme always looking for recruits to either be retained Fireman or full time Fireman so if you know of any who would like to try and apply, please encourage them to get in touch with West Sussex Fire and Rescue.
- I wish I could give you better news on the A29 at Pulborough. As you know the heavy rain a couple of months ago brought down the Banks on both sides of the road. I am not in any position to give you a timescale but I do believe it is not going to be a quick fix.
- As yet we do not know when OFSTED will turn up to do the big inspection on our Children's Services but we are expecting it to be quite early this year. The good news is things are still improving but where not there yet so the inspection will be good so that we will know exactly what we have left to do.

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

District Councillor Peter Wilding reported on the following:

#### Local Plan

The draft Local Plan was approved by the Council on 24<sup>th</sup> January and immediately went out to Consultation after consultation, the plan will go for formal examination. If approved by the Inspector, the District will have a Local Plan which will provide a much more robust defence against speculative development.

#### District Council Elections

These will take place on 4<sup>th</sup> May and the Council is busy preparing for these. For the first time you will need photographic ID to vote at this year's election. There has been a lot of communications about this and it will continue up to the elections. This includes a detailed article in our spring issue of initiatives, which will be delivered to all residents in April. Accepted forms of ID include a UK, European Economic Area (EEA) or Commonwealth passport; a UK or EEA drivers' licence; and, some concessionary travel passes, such as an older person's bus pass.

#### Annual Budget

The Council approved its Annual Budget yesterday. The budget is balanced for the coming year. The main pressures on the Council finances result from inflationary pressures from pay rises and the cost of energy.

Any queries of a District nature, please do not hesitate to contact Peter Wilding on [pwilding@chichester.gov.uk](mailto:pwilding@chichester.gov.uk)

Mrs Martin-Jenkins thanked Mr Wilding for his help and support with parish planning issues and in getting broadband to Jobsons Lane.

*Mr Wilding left the meeting at 7.45pm*

#### 26/23 FINANCE

The Clerk had previously distributed Appendix 3a and 3b which included:

- a) A statement of the position of the Council's bank accounts as at 9<sup>th</sup> March 2023.
- b) Budget monitoring sheet as at 9<sup>th</sup> March 2023.

The Council's current financial position at £31,047, bank account and budget monitoring sheet were noted.

The members duly approved the payment for Mrs Helen Cruikshank (Clerk's Jan & Feb Salary plus expenses) @ £771, Mr Jonathan Wright (installing new litter bin) @ £42 and The Leconfield Estates (Playground and Allotment rent plus allotment water) @ £318.

The members discussed the question of donations (Appendix 3c). It was agreed that the following donations be made and payments for these were approved;

Waverley Citizens Advice Bureau £100  
Sussex Air Ambulance £100  
Chichester (Petworth) Food Bank £200  
Rother Valley Together £100  
Petworth Cottage Nursing Home £100  
Midhurst Community Bus £100  
Tandem £100  
West Sussex Mind £100  
Sylvia Beaufoy Centre £100

The Clerk had carried out a VAT refund claim for the past year @ £673

#### 27/23 PLANNING

The Clerk had previously distributed Appendix 4.

### **PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING**

#### SDNP/23/00266/FUL

Location: Maverick Farm, Blind Lane, Lurgashall GU28 9ET

Proposal: Erection of 1 no. wooden barn

#### SDNP/23/00847/LDE

Location: Sods Farm, High Hamstead Lane, Lurgashall GU28 9EX

Proposal: Existing lawful development – occupation of dwelling without compliance with an agricultural occupancy condition.

#### SDNP/23/00899/FUL

Location: Land SE of Dial Green House, Dial Green Lane, Lurgashall GU28 9HA

Proposal: Consent under Section 37 of the Electricity Act 1989 – upgrade 3 spans of existing 11kV Overhead Line to 3-phase. This will require a 3<sup>rd</sup> line to be added to the existing 2-line power supply.

## **DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING**

### SDNP/22/05844/HOUS and SDNP/22/05845/LIS

*Location: Barfold Farm, Tennysons Lane, Lurgashall GU27 3BN*

*Proposal: New gated access and associated works*

*Case withdrawn*

### SDNP/22/02995/HOUS and SDNP/22/02996/LIS

*Location: Dickhurst Hall Petworth Road Lurgashall Haslemere West Sussex GU27 3BG*

*Proposal: Change use of loft space to habitable accommodation including the insertion of dormer window and rooflights. Installation of new timber staircase at first floor.*

*Case withdrawn*

### SDNP/22/05001/HOUS

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

*Proposal: Installation of gates and perimeter fencing*

*Decision: Approved*

### SDNP/22/05188/CND

*Location: Bridge Cottage, Jobsons Lane, Lurgashall GU27 3BY*

*Proposal: Internal/external alterations to an existing ancillary building to create residential annexe – removal of condition 12*

*Decision: Approved*

### SDNP/23/00211/APNB

*Location: Dial Green House, Dial Green Lane, Lurgashall GU28 9HA*

*Proposal: New agricultural barn*

*Decision: Objection*

### SDNP/22/05648/HOUS

*Location: 1, The Quell Cottages, Quell Lane, Lurgashall GU27 3BW*

*Proposal: Erection of 1 no. domestic potting shed in rear garden*

*Decision: Approved*

## **28/23 HIGHWAYS**

Mrs Martin-Jenkins reported that after years of battling, Jobsons Lane has finally been included for significant highways repairs in April 2023 which will necessitate a road closure. Patching will cover approximately 4,500 square meters. Until then, the WSCC Highway Steward is visiting weekly and investigating every report received, to keep the road safe and usable. Numerous potholes have been filled and warning signs placed to give advance warning to motorists. Drainage works will also be carried out with 6 culverts due to be cleansed and jetted.

It was agreed that a parish wide tidy up/litter pick should be organised on the weekend of 22nd/23rd April. The Clerk will contact CDC about borrowing the tidy up equipment. She will then collect hi-viz jackets, pickers, hoops and official rubbish bags which CDC would then collect on Monday 24<sup>th</sup> April from the green by the post box at Dial Green.

## **29/23 VILLAGE GREEN (FLAGPOLE, LITTER BIN AND NOTICEBOARD)**

Following a thorough inspection of the trees around the Green by tree surgeons and the Head Forrester at The Leconfield Estates, it has been concluded that the Horse Chestnut tree on the North side needs felling. It has

declined significantly over the past six months and now poses a risk to people who use the green. Planning permission is being sought. It will be replaced with a new tree. Members suggested a Royal Oak tree, larger than a sapling. Care must be taken to save and move the seat around the tree. On a positive note, the other trees which have been planted around the Green during the last 20 years are now making a significant contribution to the beauty of Lurgashall.

The new litter bin has been installed by the entrance to the Jubilee Field. Thanks were given to Jonathan Wright for his help with this. The noticeboard was discussed under item 24/23. The Clerk to look at prices for a new flagpole for the parish.

### 30/23 PLAYGROUND

Mrs Semmens had kindly sent through a written report saying she had finally got hold of the two companies that are willing to look at the work that was set out as requiring action from the inspection last year. One has apparently visited the site to look at the works and were providing her with a quote by end of the day on Tuesday. Needless to say, they have yet to send the quote. She had arranged again for another company to meet her, they failed to turn up and then emailed to say that they could come this week. I have yet to hear as to whether they have attended. It is proving very difficult to organise but once she has quotes, she will feed back to the Parish Council with a guide on the likely costs of the works.

### 31/23 ALLOTMENTS

Mrs Landstrom said there was nothing much to update on, the allotments are full with three on the waiting list. The invoices for the forthcoming season would be going out at the beginning of April.

### 32/23 RIGHTS OF WAYS

There was nothing to report.

### 33/23 L.R.A

Dr Tate reported there was going to be a Quiz night organised and the bench had been replaced.

### 34/23 DEFIBRILLATOR

Dr Tate reported the defibrillator battery was low so a new one would be needed shortly (@£310). However he had been speaking with London Heart Foundation who are offering grants that would reduce the cost of a new defibrillator to £700. All agreed that given the age of the current defibrillator, that a new one would be preferred. A training video is also provided. Dr Tate to action. Mr Loughan said he would be interested in having the old one for Mill Farm.

*Mr Jowett left the meeting at 8.30pm*

### 35/23 MOBILE SKIP

The mobile skip will return to the Village Hall Car Park on Saturday 25<sup>th</sup> March between 10am and midday.

### 36/23 PARISH COUNCIL ELECTIONS

There are both Parish Council and District Council elections on Thursday 4<sup>th</sup> May 2023. Photographic ID is required to vote at this year's elections. Nomination packs are available from the Clerk for those interested in becoming a Parish Councillor. Mr Cooper announced he would not be standing for re-election. Mrs Martin-Jenkins thanked him for being a wonderful contributor over the past 28 years and his support will be greatly missed.

### 37/23 ANNUAL PARISH MEETING 2023

The date for the Annual Parish Meeting is Wednesday 17<sup>th</sup> May at 7.30pm. It is hoped representatives from each of the local organisations will come along and give a brief update.

38/23 KING CHARLES III CORONATION

The King's Coronation is on Saturday 6<sup>th</sup> May with the Big Lunch on the Sunday and the Big Help Out on the Monday. CDC has offered a grant of £500 for a community wide event. If there is someone who would like to organise an event on Sunday 7<sup>th</sup> May as part of the Big Lunch celebrations and make use of this grant, please contact the Clerk.

39/23 CORRESPONDENCE

The Clerk had nothing further to report.

40/23 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

The Clerk had forwarded a letter and the year-end accounts for the newsletter from the editor, Liz Stedall. Members agreed to continue its financial support @ £425 for 2023/24. Thanks were given to Liz for all her hard work and commitment in producing a wonderful newsletter.

41/23 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 4<sup>th</sup> May 2023.

42/23 DATE OF THE NEXT MEETING

The next meeting is on Thursday 11<sup>th</sup> May 2023 at 7.30pm

There being no other business, the Chairman closed the meeting at 8.50pm