

LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING
OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL
ON THURSDAY 8TH JANUARY 2026 AT 7.30PM

Councillors Present: Mr Neil Jowett, Mrs Jane Landstrom, Mr Andrew Loughan, Mr Tony Macaulay, Dr Andrew Tate (Chairman) and Mr Peter Wilding

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

The Chairman declared the meeting open at 7.30pm and welcomed all to the meeting.

There were no members of the public in attendance.

Public Question time

There were no questions.

PARISH COUNCIL BUSINESS

1/26 APOLOGIES FOR ABSENCE

Apologies were received from Parish Councillors Brett Burkhart, Anthea Martin-Jenkins and Adrian Stainton. Belated apologies from District Councillor Ellie Newbery.

2/26 CODE OF CONDUCT

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

3/26 MINUTES OF THE LAST MEETING

The minutes of the Parish Council meeting held on Thursday 13th November 2025 were approved and signed by the Chairman as a true record.

4/26 MATTERS ARISING

There were no matters arising.

5/26 COUNCILLORS REPORTS

County Councillor Janet Duncton reported on:

A very happy new year to all of you. I do really appreciate all the help and information that I receive from you all. In fact, I don't think I could do a proper job without your help. It's really funny at County because us rural County Councillors have Parish and Town Council meetings to attend and although it isn't mandatory I don't think I can do a proper job without listening to my Councils as you all know what's going on and what needs attention in your own patch and obviously I can't be in all the parishes all the time. Not complaining but my fellow Borough Councillors don't have parishes except I think in Arun they have a couple but not eleven like myself. We do our best between us though I think and it's good to catch up on what is happening in the parishes.

As you can imagine there isn't a great deal to update you on at the moment, not even devolution because we are still waiting for the Government to let us know if there will be elections in West Sussex on 7th May. Hopefully next month we will know what position we are in so I won't bore you all with it at the moment.

Scrutiny committees are about to start again and so the year begins. Tomorrow I am attending a committee called HASC which I do not sit on. It's a committee that deals mainly with health issues and tomorrow there is an item on mental health issues among children and young people. I am attending to listen to the discussion because I am vice Chairman of the Children and Young People Scrutiny committee so hopefully it will inform me on this issue.

Always a difficult time for Highways, well I guess it's a year-round problem keeping roads in good condition but the possibilities and actualities of bad weather do make the job even more challenging. We're not doing too badly at the moment and I'm probably speaking too soon as it's likely we will have much more bad weather yet. Fire and Rescue as ever have been busy. You will know that a large part off their job is RTA's or road traffic accidents as we know it. We are hoping to be able to do more of the 'Safe Drive, Stay Alive' in 2026. It is so beneficial for the several thousand young people coming up to the driving age and hopefully they see some of the problems and what to do and what not to do once they get behind the wheel or indeed on 2 wheels.

Trading standards also have extra work at this time of the year, they are kept busy making sure that shops and businesses are doing what they should be doing and selling the proper goods.

OFSTED came in December and as yet I can't give you the result of their visit. I am sure there will be some things that we will have to improve on but that said, I think they will find huge strides forward have been taken and implemented since that dreadful inspection 5 or 6 years ago.

As ever my email is janet.dunton@westsussex.gov.uk or mobile 07979 152898

Contacting your District Councillors

District Councillor Brett Burkhart

Brett can be contacted on email bburkhart@chichester.gov.uk or telephone 07876594168

District Councillor Ellie Newbery

Ellie can be contacted on email enewbery@chichester.gov.uk or telephone 01428 656 941

6/26 FINANCE

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

- a) A statement of the position of the Council's bank accounts as at incorporating details of payments which needed to be made, and for which approval was sought.
- b) Budget Monitoring sheet as at 1st January 2026.

Payments were authorised for Mrs Helen Cruikshank (Clerk's November & December Salary plus exps) @ £1071, Parish Online (new website) @ £258, Garden Escapes (Village Grass cutting) @ £3,198, Mr David Cole (Contribution to White's Green maintenance) @ £250 and WSALC Ltd (Planning training) @ £96.

The Council's current financial position at £45,221, bank account and budget monitoring sheet were noted.

7/26 BUDGET AND PRECEPT 2026/27

Mr Jowett presented the draft budget for the coming year 2026/27 as part of the report of a Finance & General Purposes meeting which was held on Tuesday 2nd December 2025. All members had previously been sent this report as Appendix 4.

Mr Jowett stated that the proposed 2026/27 figures included the continued maintenance of the village green, playground and the provision of the mobile skip for residents. The proposed budget figures see no increase in the precept.

The budget figures for 2026/27 were approved unanimously. It was agreed the precept remains at £25,000. The Clerk to inform CDC of the decision.

It was agreed the 2025/26 SDNP CIL money @ £2,615.75 (for the Aldworth Farm part conversion of outbuilding to ancillary residential accommodation) be donated to the Village Shop.

8/26 RISK ASSESSMENT

Mr Jowett presented the Risk Assessment report of the Finance and General Purposes Committee dated 2nd December 2025 which members had previously been sent as Appendix 5. It was agreed there were no amendments required this year.

9/26 PLANNING

The Clerk had previously distributed Appendix 6. Mr Wilding reported on the following:

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/25/04498/HOUS and SDNP/25/04499/LIS

Wheelwrights House Hillgrove Lane Lurgashall West Sussex GU28 9EW
Oak-framed garage and replacement entrance gates

SDNP/25/04282/HOUS

Windfall Wood House, Jobsons Lane, Windfall Wood Common, Lurgashall, West Sussex GU28 9HA
Replacement of existing side extension with new side and rear extension

SDNP/25/04740/CND

Foxholes Tennysons Lane Lurgashall West Sussex GU27 3BJ
Renovation of dwelling and studio outbuilding including internal works, various window changes, new roof lights on north, south-west and north-west elevations. Amendments to Soil Vent Pipe and stove flue positions. Refurbishment of existing flat roof extension including new roof light. Replacement of timber decking and balustrades (Variation of condition 2 from planning permission SDNP/23/05113/HOUS - Design amendments to detached outbuilding). Partial discharge of Condition 4 (Fenestration) of Planning Permission SDNP/23/05113/HOUS

SDNP/25/04883/LIS

Noah's Ark Inn Dial Green Lane Lurgashall West Sussex GU28 9ET
Repair works, reinstatement and renewing cobble, paths and hard standings

SDNP/25/04821/HOUS

The Chestnuts Dial Green Lane Lurgashall West Sussex GU28 9HA
Single-storey extension, internal reconfiguration of existing dwelling, and alterations to external materials including replacement windows and doors, new cladding and updated roof materials

APPEALS

Planning Inspectorate Reference: 6002220

SDNP/25/02530/HOUS

Bluebell Cottage, High Hamstead Lane, Lurgashall, West Sussex GU28 9ET
Erection of single-storey side extension, single storey front porch and two-storey side extension; extension of roof and provision of 3 no. dormer windows to front elevation.

Planning Inspectorate Reference: APP/Y9507/C/25/3374380

SDNP/24/00439/UNCM

Land South of Jobsons Cottage, Jobsons Lane, Lurgashall, West Sussex GU27 3BY
Appeal against LG/29

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/25/03932/DCOND

Foxholes Tennysons Lane Lurgashall West Sussex GU27 3BJ
Partial discharge of Condition 4 (Fenestration) of Planning Permission SDNP/23/05113/HOUS
Application withdrawn

SDNP/25/03301/HOUS

Westminster Cottage Hillgrove Lane Lurgashall West Sussex GU28 9EP
Single storey rear extension and dormer window
Decision: Approved

SDNP/25/03716/DCOND and SDNP/25/03715/DCOND

Wheelwrights House Hillgrove Lane Lurgashall West Sussex GU28 9EW
Discharge of Condition 13 (method statement for spoil removal and deposition) of listed building consent
SDNP/25/02591/HOUS and SDNP/25/02592/LIS)
Decision: Approved

10/26 HIGHWAYS INCLUDING WINTER MANAGEMENT

The Clerk to report flooding and drainage issues on Jobsons Lane adjacent to Little Brockhurst, at Crossways, outside Bishops Cottage and along Mill Lane.

11/26 VILLAGE GREEN

There was nothing to report.

12/26 PLAYGROUND

Mr Loughan reported he was waiting for the weather to improve to finish the playground refurbishment. He will organise a fencing contractor to come and repair the post and rail fencing.

13/26 ALLOTMENTS

Mrs Landstrom said there was nothing much to report. All plots for the forthcoming season are taken. She will check the pipes.

14/26 RIGHTS OF WAYS

The Clerk to report the ruts on the footpaths on Coochway Ground as they are still bad.

15/26 L.R.A

Dr Tate said he had nothing to report. Reminder that the L.R.A Quiz is on 19th March.

16/26 PARISH COUNCIL WEBSITE

Parish Online has set up the new website but there is still a lot of work to do uploading files and content. The Clerk will email Councillors with the details of the new site and their new official email addresses.

17/26 CORRESPONDENCE

The Clerk reminded Councillors that the formal consultation on the proposals to reorganise local government in Sussex closes on Sunday 11 January 2026.

18/26 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

It was agreed to have the next mobile skip on Saturday 7th March and to organise the community tidy up on Saturday 28th March. The Clerk to advertise in the next newsletter.

The date of the 2026 Annual Parish Meeting was set for Thursday 16th April. The Clerk to check the date is available with the Village Hall booking secretary.

19/26 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 5th March 2026

20/26 DATE OF THE NEXT MEETING

The next meeting is on Thursday 12th March 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.25pm