

LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING
OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL
ON THURSDAY 12TH MARCH 2026 AT 7.30PM

Councillors Present: Mrs Brett Burkhart (also in attendance as District Councillor), Mr Neil Jowett, Mrs Jane Landstrom, Mr Andrew Loughan, Mr Tony Macaulay, Mrs Anthea Martin-Jenkins (Chairman), Mr Adrian Stainton, Dr Andrew Tate 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

21/26 APOLOGIES FOR ABSENCE
Apologies were received from District Councillor Ellie Newbery.

22/26 CODE OF CONDUCT
The Chairman reminded members of their responsibilities under the Code of Conduct.

23/26 MINUTES OF THE LAST MEETING
The minutes of the Parish Council meeting held on Thursday 8th January 2026 were approved and signed by the Chairman as a true record.

24/26 MATTERS ARISING
There were no matters arising. The mobile skip had been a huge success again last week.

25/26 COUNCILLORS REPORTS
County Councillor Janet Duncton reported on:

At the moment it gets difficult to give lots of news. Yes, of course, everything we should be doing as a County is continuing but the uncertainty over our future still sits in the background. That said we will continue to deliver our services as always. WSCC Highways are working 24/7 because of the terrible weather that has caused many problems, not only on the roads and drains but on some of the rights of way as well. They are, I can assure you, working flat out. So, here are just a few things that have been happening.

I'll start with Trading Standards. I do give up dates as to the happenings in this department and believe me they do their best to keep us safe from unscrupulous trades people, food outlets and scams etc. Their biggest success recently was the prosecution at Portsmouth Crown Court of a retailer in Bognor who was supplying illegal tobacco and vapes and can you believe storing them in orange juice cartons. I believe this is not a first event and he was

found guilty and charged £105,000. Let's hope it's taught him a lesson and perhaps others who may be trying the same scam pause to think about what they are doing.

A new length of the King Charles III Coastal Path is being carried out by West Sussex in agreement with the other local authorities from Southampton. This will be a national long-distance trail and with more walking in the open air it should make for a lovely walk and on a sunny day what could be nicer than walking along the coast.

The budget will be finalised at this month's County Council meeting and it has been agreed by the Cabinet. No surprise to most of you that it is likely to be 4.99% again and this does give us a balanced budget without cutting our services. All in all, we spend somewhere in the region of £2.3billion so it's no mean sum.

You may have heard that Councils are looking at closing libraries in parts of the country. Well West Sussex isn't and long may this be so. You will all know that although we don't want libraries closed, most do have other activities in them as shared space. For instance, in Petworth Library there is not only small groups for several age groups but Petworth Town Council has all its business run from the library so the Clerk also gets his office there and a small space for anyone wanting a private chat. It's working well, all the books are on movable shelving so when it's Council meetings they just have to be rolled away and the tables and chairs put in their place.

Something you have already been told about is that the District and Borough Councils are starting to collect food waste and that is because we now have the special facility to accept it. Chichester, I believe starts in May. When collected county take it to an anaerobic digestion plant near Horsham where it is turned into fertilizer for crops and energy for power.

The normal plea. We still need retained Fire and Rescue recruits and a desperate need for Foster Parents. If you know anyone that would be interested in either of those, please ask them to look on the WSCC website. The Cabinet member for Children and Education is taking part in a 10K run with other members of the Fostering team to try and raise awareness of the need.

There is nothing I can say about the future of devolved Government except to say that the Government have confirmed the new strategic authority for East Sussex, West Sussex and Brighton and Hove and our Cabinet have approved the recommendation from Government. WSCC elections are now going ahead in May.

OFSTED have sent in their report and quite honestly, it's too good not to let you all know. Orchard House has received an outstanding qualification from OFSTED. Children there thrive in the environment, The Staff demonstrate exceptional skill, compassion and commitment, and safeguarding. Leadership is dynamic and forward thinking.

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

County Councillor Dunton to report a tree down across Dial Green Lane by Northhurst Farm and Dial Green House due to the windy conditions this evening.

District Councillor Brett Burkhart reported on the following:

Food Waste Collections

This service is just about to be rolled out -caddies will be delivered to individual houses from the second week in March to the end of May. Residents will simply need to place food waste — such as plate scrapings, peelings and tea bags — into their kitchen caddy. When full, the contents should be emptied into the outdoor food waste recycling bin ready for weekly collection. Food waste includes uneaten food and plate scrapings, dairy products such as cheese and eggs, bread, cakes, pastries, raw meat, cooked meat and bones. It also includes tea bags, coffee grounds, cooked vegetables, peelings, fish, pasta, rice and beans. Once collected, food waste will be recycled at

an anaerobic digestion facility in Horsham where it will be used to generate natural forms of energy, such as biogas and bio fertilisers. This is a much more efficient and environmentally friendly way of processing food waste. Please do consider downloading the Chichester District Council app to stay informed as we approach the launch of the new food waste collection service (and remind you of which week to put your recycling/landfill waste out).

Local Government Reorganisation

We're expecting to hear back from central government at the end of March following the government's consultation on Local Government Reorganisation.

Leisure Centres

CDC has approved a major £8 million investment in its three leisure centres as part of a new 15-year contract, which will begin on 1 May 2026. The contract has been awarded to More Leisure Community Trust, who will manage the centres in Chichester, Southbourne and Midhurst. Between now and 1 May CDC will be working with Everyone Active - the current leisure provider - and More Leisure - the new contractor - to ensure a smooth handover. All existing staff will transfer to the new provider under current terms, and leisure memberships will automatically move across. Improvements at Midhurst include a new mezzanine gym and additional studios.

A few other bits and bobs

- Planning permission has been given for a new pump track in Petworth.
- West Sussex County Council elections will go ahead in May.
- Please do continue to contact West Sussex about replacing any damaged bollards [Make an enquiry or report a problem with a road or pavement - West Sussex County Council](#) You can also use this to report pot holes, flooding and fly tipping.

District Councillor Brett Burkhart to contact the CDC Enforcement team to get an update on the land south of Jobsons Cottage. A huge amount of Ancient Woodland has been destroyed and although a felling licence was obtained, there has been no one checking and it is quite evident that there has been an overcut. There needs to be a more joined up communication between organisations to prevent this from happening.

Following the permanent injunction order on the field on Blind Lane, Chichester District Council is seeking to track down the defendants to ensure they abide by the order including reinstating the land and paying the £53,000 in Claimant's costs.

Contacting your District Councillors

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

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

26/26 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 5th March 2026.

The Clerk had previously distributed Appendix 3d, the Newsletter year-end accounts and update from the editor, Liz Stedall. Members agreed to continue its financial support @ £630 for 2026/27. Thanks were given to Liz for all her hard work and commitment.

Payments were authorised for Mrs Helen Cruikshank (Clerk's January & February salary plus exps) @ £1,303, The Leconfield Estates (allotment water) @ £65, Lurgashall Village Shop (Annual donation of SDNP CIL money)

@ £2,616, Mrs Elizabeth Stedall (Parish Newsletter contribution 2026/27) @ £630 and WSALC Ltd (ROW training) @ £84.

It was agreed at the last meeting that the SDNP CIL funds should be donated to the Village Shop as it supports the development of the area by contributing to the improvement and ongoing operation of the shop.

Two additional invoices from The Leconfield Estates for playground and allotment rent had been received today @ £92 and £ 215 respectively so were also approved. Awaiting the Goss Skips and playground refurbishment invoices.

The Council's current financial position at £40,244, bank account and budget monitoring sheet were noted.

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

Kent Surrey Sussex Air Ambulance £250
Chichester (Petworth) Food Bank £250
West Sussex Mind £200
The Sylvia Beaufoy Centre £150
Rother Valley Together £150
Tylers Trust £100

27/26 PLANNING

The Clerk had previously distributed Appendix 4. Mr Wilding reported on the following:

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/26/00054/HOUS and SDNP/26/00055/LIS

Weyborne Estate Fernden Lane Lurgashall West Sussex GU27 3DR
Alterations to an existing bay window to add a set of french doors

SDNP/24/02816/FUL

Weyspring Park, Bell Vale Lane, Fernhurst, West Sussex GU27 3DJ
Erection of new separate building to be used as an extension of existing residential care facility - revision

SDNP/26/00348/FUL

Meadow Cottage Cotchet Lane Lurgashall West Sussex GU27 3BS
Erection of dwelling and garage with associated works and landscaping, following demolition of existing dwelling and 3 no. outbuildings

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/25/04282/HOUS

Windfall Windfall Wood Common Lurgashall GU28 9HA
Replacement of existing side extension with new side and rear extension.
Decision: Approved

SDNP/26/00054/HOUS and SDNP/26/00055/LIS

Weyborne Estate Fernden Lane Lurgashall West Sussex GU27 3DR
Alterations to an existing bay window to add a set of french doors
Application Withdrawn

SDNP/25/04883/LIS

Noahs Ark Inn Dial Green Lane Lurgashall West Sussex GU28 9ET
Repair works, reinstatement and renewing cobble, paths and hard standings
Decision: Approved

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
Decision: Approved

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)
Application withdrawn

28/26 HIGHWAYS INCLUDING WINTER MANAGEMENT

The Clerk to report the collapsed road on Surrey Road before Dial Green again and request immediate attention as the road is now eroding underneath the surface. Thanks were given to the residents at Hillgrove who kindly gave some land to provide a larger layby to be constructed on the road out of the village towards Blind Lane. The road is much more accessible now for drivers. The Clerk to also report again the dreadful state of Tennysons Lane and the pothole on the junction of Mill Lane and Greengates. Dr Tate had reported the broken road signage on Blind Lane.

29/26 VILLAGE GREEN

There was nothing to report.

30/26 PLAYGROUND

Mr Loughan reported that the replacement fencing had now been completed. Mrs Martin Jenkins thanked Mr Loughan for his hard work with the refurbishment. Mr Loughan to send invoice through before year-end.

31/26 ALLOTMENTS

Mrs Landstrom reported there were a few changes for the new season but the allotments were full again. The taps had been checked and repaired as they were leaking. The spring tidy up is on Saturday 28th March.

32/26 RIGHTS OF WAYS

The Public Rights of Way inspection is due to be carried out this month by the WSCC local access ranger. Footpaths are all very muddy and under water at the moment!

33/26 L.R.A

Dr Tate reported that the L.R.A had redone the rope fencing for the parking in the Jubilee field. The L.R.A fundraiser quiz is on 26th March.

34/26 COMMUNITY TIDY UP SESSION

This will be held on Saturday 28th March. Meet at 10am at the Village Hall for equipment and direction. Mr Macaulay kindly offered to supervise this.

35/26 ANNUAL PARISH MEETING

This will be held on Thursday 16th April at 7.30pm. Representatives from local organisations will be invited to come along and give annual updates. Councillors are asked to each bring a plate of 'eats' to the meeting. Mr Jowett offered to organise the wine. The Clerk to advertise in the parish newsletter and on the noticeboard.

36/26 PARISH COUNCIL WEBSITE

The Parish Council has launched a new website to make it easier for residents to access agendas, minutes, parish planning applications and news from District and County Councils. <https://lurgashall-pc.gov.uk/>

37/26 CORRESPONDENCE

The Clerk had nothing further to report.

38/26 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

Mrs Martin-Jenkins thanked Dr Tate for chairing the last meeting in her absence and for setting up the meeting tonight.

39/26 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Please let the Clerk know of any additional items by Thursday 7th May 2026

40/26 DATE OF THE NEXT MEETING

The next meeting is on Thursday 14th May 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.20pm