

LURGASHALL PARISH COUNCIL
DRAFT MINUTES OF A MEETING
OF THE PARISH COUNCIL HELD AT LURGASHALL VILLAGE HALL
ON THURSDAY 10TH SEPTEMBER 2026 AT 7.30PM

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

In Attendance: District Councillor Ellie Newbery
Mrs H E Cruikshank (Clerk)

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

77/26 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Parish Councillors Brett Burkhart, Anthea Martin-Jenkins and Tony Macaulay. County Councillor Janet Duncton also sent her apologies.

78/26 CODE OF CONDUCT

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

79/26 MINUTES OF THE LAST MEETING

The minutes of the Parish Council meeting held on Thursday 9th July 2026 were approved and signed by the Chairman as a true record.

80/26 MATTERS ARISING

There were no matters arising.

81/26 COUNCILLORS REPORTS

County Councillor Janet Duncton had sent through the following notes:

As you can imagine there is not a huge amount of activity at County during August and virtually no meetings. However, that said all the services provided work as normal so come September we will again start the meetings which are our normal work commitment.

First some good news; Three of our Care Staff have been shortlisted for the prestigious Social Worker of the year awards. Nominated in 5 categories; Quality practice and Service delivery team of the year, Children's Social worker of the year, newly qualified social worker of the year, Mental Health Social worker, Practice & Service Leadership and Management, Adult services. I am sure we all wish them the best of luck because of course we recognise what a good job they do so it's good for them to know that far and wide they are doing a good job.

Annually the Fire & Rescue Service carry out electric blanket inspection. At a recent inspection they found 102 electric blankets that were considered unsafe. There is another session if anyone is interested but you will need to go online to find dates, times and where they are.

There is not a lot more to report at the moment but I can assure you that all County Services have been working as normal and of course the schools are about to return. Examination results have been impressive.

Email is janet.dunton@westsussex.gov.uk or mobile 07979 152898

District Councillor Ellie Newbery reported on the following:

Local Government Reform- UPDATE

The Government has announced that plans to create unitary authorities in West Sussex will be paused while it undertakes a review of its Local Government Reorganisation (LGR) programme. As part of this review, a decision on West Sussex will also be reviewed and paused while this is carried out. The Government has also confirmed that local elections scheduled for May 2027 will go ahead on existing council boundaries, which means the Chichester District Council elections will go ahead in May. No timeline has been given to local authorities as to when the review is to be carried out or when it will be concluded. To find out more about local government reorganisation in West Sussex please visit: www.chichester.gov.uk/devolution or www.shapingwestsussex.org

All parishes meeting

Ahead of the next Parishes meeting taking place in the Committee Rooms on 12th October 2026, we would like to ask the Parishes for their suggestions for agenda items.

Please e-mail your suggestions to democraticservices@chichester.gov.uk by the 4th of September 2026.

A reminder about bin locations

Funding has been agreed for a new project aimed at ensuring that more litter in the district is recycled. Cabinet has approved £170,000 for the project which will include reassessing litter bin locations, installing new bins in highly used areas and devising a behaviour change campaign aimed at encouraging more people to take their litter home so that it can be more effectively sorted and recycled. The district currently has around 600 litter bins and 250 dog mess bins and combined these are emptied 134,000 times a year. Initial analysis has highlighted that while some bins are extremely well used, there are others that are not well used, which could possibly be re-sited. Public recycling bins are not always efficiently used and can quickly become contaminated by general litter which is something that the council also wants to look at. *If you have any ideas about where bins could be usefully located or relocated then let CDC or us know so that it can be taken into consideration.*

Could you or a loved one be at risk of a fire at home?

Each year West Sussex Fire & Rescue Service visit around 5,000 homes across the county to help people live safely and prevent fires. These visits, including any smoke alarms or specialist smoke detection equipment fitted during the visit, are free of charge.

Anyone that has a higher risk of having a fire in their home or is less able to escape their home in an emergency, is eligible for a Safe and Well Visit. Factors such as living alone; having a disability or impairment; smoking in the home; living with a health condition which requires the use of medical equipment; and hoarding can all increase the risk of fire.

A Safe and Well Visit covers many aspects of fire safety in the home, such as having working smoke alarms, cooking, charging electronic devices, and planning an escape route. It also covers health and wellbeing topics such as smoking, using emollient creams, alcohol consumption, diet, and exercise – which can all have an impact on a person's safety at home.

If you feel that a Safe and Well Visit would benefit you or someone you know, you can find out more and request a visit at www.westsussex.gov.uk/safeandwellvisit.

She added that there is a showing of the People's Emergency Briefing in Milland on Saturday 19th September at 7pm at the Memorial Hall. The Clerk added that there was also a showing at The Leconfield Hall in Petworth on Monday 28th September at 7pm.

Concern was raised that the field on Blind Lane was once again being used by travellers on and off despite the injunction.

Cllr Brett Burkhart is available on 07876 594168 or bburkhart@chichester.gov.uk

Cllr Ellie Newbery is available on 01428 656941 or enewbery@chichester.gov.uk

82/26 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 3rd September 2026.

Payments were authorised for Mrs Helen Cruikshank (Clerk's July & August salary plus exps) @ £1082, The Leconfield Estates (Allotment water bill) @ £234 and Moore (External Audit 2025/26) @ £284. Annual donations were also authorised for Lurgashall PCC (£750), Lurgashall Village Hall (£1,000), L.R.A (£500), Northchapel Primary School (£1,500), Lurgashall Cricket Club (£600) and Lurgashall Village Shop (£2,000).

The Council's current financial position at £36,144, bank account and budget monitoring sheet were noted. The External Audit had been completed and the Notice of the Conclusion of Audit had been uploaded onto the website.

83/26 PLANNING

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

PLANNING APPLICATIONS DISCUSSED SINCE THE LAST PC MEETING

SDNP/26/02071/HOUS

Sods Cottage High Hamstead Lane Lurgashall West Sussex GU28 9EX

Construction of a double garage and workshop/store

SDNP/26/02442/HOUS

Priory Stones Hillgrove Lane Lurgashall West Sussex GU28 9EP

Two storey front and rear extensions, elevation alterations, internal alterations and refurbishment

SDNP/26/02648/FUL

High Hampstead High Hamstead Lane Lurgashall West Sussex GU28 9EX

Retrospective (Section 73a) application for the addition of a mezzanine within main barn, pushing/extend out under existing roof to provide sauna and reconfiguration of former farm office to enlarge holiday let

SDNP/26/03009/HOUS

Great Brockhurst Farm Dial Green Lane Lurgashall West Sussex GU28 9HA

Single storey side extension, fenestration changes and removal of conservatory

DECISIONS RECEIVED FROM CDC/SDNPA SINCE THE LAST PC MEETING

SDNP/26/01497/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. Section 73 application to vary Condition 2 (approved plans), Condition 4 (fenestration details) and 5 (roof light details) from householder planning application SDNP/23/05113/HOUS

Decision: Approved

Mr Wilding reported that the appeal for the agricultural barn at the Land South of Jobsons Cottage had been dismissed. The appeal for the stationing of a mobile home on the same land will be discussed by the Planning Inspectorate at the CDC offices in Chichester on 10th October at 10am.

84/26 HIGHWAYS INCLUDING WINTER MANAGEMENT

Dr Tate had kindly submitted the annual grit audit. Bins will be filled where required in October. The Clerk to order a replacement bin for the one at Dial Green.

The Clerk had reported several fly-tipping issues in the parish. One of the arms has disappeared off the fingerpost at Dial Green. The Clerk to ask Gary Sharp if he could repair.

The Clerk to report the potholes on Mill Lane between the junction of the Green and Greengates. Dr Tate reported Southern Water had repaired a leak at Crossways and there are two further leaks which will be repaired with a road closure.

85/26 VILLAGE GREEN

The Clerk to confirm exact requirement for the 4ft fencing behind the layby to the contractors for a firm price.

86/26 PLAYGROUND

Following the discussion at the last meeting with regard potential new playground equipment, Mr Loughan said that it would be best to replace the Adventure Trail with a wooden climbing frame. The Clerk to contact District Councillor Brett Burkhart for help with getting funding for this.

87/26 ALLOTMENTS

Mrs Landstrom reported the allotments are still full with a few people on the waiting list. She will get Jonathan Wright to cut the hedges when appropriate.

The Clerk to report the overgrown hedges on Blind Lane to WSCC Highways. She would also contact Jonathan Wright to see whether he would do some hedgerow cutting throughout the parish where landowners are neglecting to maintain and roads are becoming increasingly narrow and dangerous for road users.

WSCC are trialling a pilot programme for local issues including vegetation cut backs, cleaning signs, weed removal, bus stop cleaning and minor verge improvements. Limited to 2hrs per request. She will ask whether they can help with some of the hedge cutting.

88/26 RIGHTS OF WAYS

The Clerk stated that there is a change to PROW reporting – all issues must be reported online via the website not by email.

89/26 L.R.A

Dr Tate said there was nothing to report.

90/26 MOBILE SKIP

The mobile skip is at the Village Hall car park on Saturday 3rd October, 10am-midday.

91/26 PARISH TIDY UP

The autumn tidy up/litter pick is on Saturday 31st October 2026 at 10am. Meet at the Village Hall car park for equipment.

92/26 CORRESPONDENCE

The Clerk said there were several meetings coming up if Councillors were interested in attending.

SDNPA Parish Meeting – Wednesday 30th Sept at 6.30pm (online)

Sussex PCC Autumn Engagement - Friday 2nd October 11am-12.30pm

All Parishes Meeting - Monday 12th October at 5pm at East Pallant House

Planning training - Wednesday 14th or Thursday 15th October at 2pm at East Pallant House

MY Bus AGM - Wednesday 4th November at 7pm at Midhurst Catholic Church

Parish Briefing: role of the Highway authority in the planning process - Thursday 12th November 10am to midday online

River Rother Event - Tuesday 17th November at 7pm at the Memorial Hall, Midhurst

Local Highways Operations: Winter Ready - Wednesday 25th November 10.30 to midday online

There is a Climate Change consultation which ends on 27th September. Details for this and all meetings have been circulated.

93/26 TO CONSIDER URGENT MATTERS AT THE CHAIRMAN'S DISCRETION

Mr Wilding reported that Lurgashall has the opportunity to update to superfast fibre broadband. At the moment it is only available in certain parts of the parish. Openreach will decide whether to install new full fibre broadband based on how many households and businesses are likely to use it. Mrs Landstrom is going door to door at the weekend to get residents to register their interest.

The Parish Council agreed to pay for any extra cost incurred for putting the wires underground behind the houses on The Green to Greengates to ensure the project is viable and to give wider availability. All Councillors felt that as many properties in the village should be able to access fibre including the village shop and village hall. Openreach will submit a costed proposal.

94/26 ITEMS TO BE INCLUDED ON THE NEXT AGENDA

Full Fibre Broadband

Hedge cutting

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

95/26 DATE OF THE NEXT MEETING

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

There being no other business, the Chairman closed the meeting at 8.45pm

SIGNED.....

DATE.....