

LODSWORTH PARISH COUNCIL

DRAFT Minutes of a meeting held at Lodsworth Village Hall

On Monday 15th January 2018

Present: Councillors Justina Leitao, Charles McKee, Caroline Neville (Chair), Paul Phillips, James Rees, Tom Richardson and Jim Summers.

In attendance: Mrs Helen Cruikshank, Parish Clerk
District Councillor Francis Hobbs
County Councillor David Bradford

PARISH COUNCIL AGENDA

Comments and Questions from members of the Public

There were fifteen members of the public present. The Chairman welcomed all to the meeting and thanked everyone for their emails and possible solutions to the escalating problem of the parking around the centre of the village. She stated that the Parish Council had spent years trying to reduce the speed and size of the vehicles driving through the village. There have been lots of meetings with WSCC Highways and contact with Cowdray Estate trying to improve the turning on the junction of Gills Lane and The Street. Villages like Lodsworth were never built for cars! The Parish Council does not consider yellow lines to be suitable for a rural village such as this but with a larger number of vehicles being parked along The Street and up Gills Lane a solution needs to be found. The increased popularity of the pub is adding to this problem and the parking on the green itself, outside of the pub over the week-end had shocked residents. With larger cars and families having more than one or two cars, parking throughout the parish is challenging. Emergency vehicles would struggle to reach many parts of the village. Tom Richardson said the one way system suggested by some parishioners was not viable as it would push lorries etc. down School Lane and Shepherds Lane which is even less suitable. It would also upset the residents on those roads with the increased traffic. After much discussion and useful suggestions, it was agreed that there was no easy answer but tweaking signage and improvements to the layout of the pub car park would hopefully assist with easing the problem.

The following was agreed:

- The Hollist Arms' owner to look at increasing the number of car parking spaces available in the car park by initially marking out the individual spaces to encourage more thoughtful parking by drivers. She also agreed to speak with the freeholder about potentially utilising more of the space at the rear of the car park behind the shop/bins for extra spaces.
- More visible signage for the pub car park
- When hosting large private or "special" events, The Hollist Arms agreed to ask attendees to park at the Village Hall car park and to encourage visitors to use this as an overflow car park rather than parking inconsiderately in the village.
- No parking under any circumstances on the green outside of the Hollist Arms. To prevent this it was suggested that some rope and stick fencing be erected. *However after further discussion under item 7/18, it was thought this was not ideal it was felt the fencing would make the area look a little twee. NO PARKING signage to be erected instead.*
- NO PARKING signage to be erected by the Parish Council to encourage legal and more sensible parking on the junction of Gills Lane.
- Hollist Arms to erect a NO parking sign on the back gate to stop parking opposite where the road is at its narrowest

The Chairman thanked everyone for coming to the meeting tonight and reminded parishioners that there was a vacancy on the Parish Council should anyone be interested and encouraged anyone to volunteer for the Speedwatch scheme as additional numbers were needed to get it up and running. Paul Phillips added that increasing the parking facility at the top of the village should also be looked into again. Clerk stated that

previous findings in 2015 indicated that WSCC were seemingly happy for additional parking to be created on the grass verge next to Oakfield but they had no budget to carry the works out at that time.

Two members of the public spoke of their concern with regard to the size and safety of the large trees on Gills Lane and the need for them to be prioritised and managed. The trees have TPO's on them and CDC keep saying they are healthy but the residents with houses which these trees tower above say they are a potential danger. There has been no management of them for the past 40 years. Paul Phillips advised residents to write directly to the executor of the late landowner's estate with their concerns. He suggested the residents identify the trees which need removing in spite of the TPO's. The Parish Council has spoken to both the executor and the tree officer at CDC regarding a tree management plan so they are aware. There are currently two "live" planning applications for tree works on the land and two previous ones which have already been approved. CDC/SDNP had given pre-app advice on a proposal for a one bedroomed dwelling at the derelict stables on the land.

1/18 To note apologies for absence

There were no apologies. Caroline Neville announced that Victoria Anderson had resigned as a Parish Councillor. She thanked her for the contribution she had given to the Parish Council over the last eight years.

2/18 Code of Conduct

The Chairman said it was important that all Councillors abide by the code of conduct and keep the Clerk informed of any changes to their register of interests form.

3/18 Declarations of Interest

There were no declarations of interest.

4/18 Co-option of Councillor

There was no co-option.

5/18 Minutes of the previous Parish Council Meeting

The minutes of the meeting held on Monday 13th November 2017 were approved and signed as a correct record.

6/18 Reports from the elected representatives of Chichester District Councillor and West Sussex County Council (these reports were given prior to the Public Question time)

District Councillor Francis Hobbs reported he had very recently been appointed onto the Visit Chichester board with the aim of increasing visitors to the Chichester District. Visit Chichester is a guide of events and things to do in the District including places to stay. Mr Hobbs is keen to promote local businesses North of the Downs. <http://www.visitchichester.org/>

Any queries of a District nature, please do not hesitate to contact Francis Hobbs fhobbs@chichester.gov.uk or 07968 027833

County Councillor David Bradford reported that there was a year's delay with the proposed expansion of Easebourne Primary School due to a large number of objections and the impact this would have on the smaller rural schools in the area. He asked for views on the County's gritting of roads during the bad weather and whether parishes are getting the services they need. Mr Bradford stated that some £0.5m savings needed to be made at County.

Any issues of a County nature then please do not hesitate to contact David Bradford on davidbradford@westsussex.gov.uk or 07922 865735

The Chairman thanked the District and County Councillors for their attendance.

District Councillor Francis Hobbs left the meeting at 7.40pm

County Councillor Bradford left the meeting at 8.15pm

7/18 Working Party reports

- **Highways:** Clerk to write to the owners of The Hollist Arms to clarify the way forward to help alleviate the increased number of cars using the car park and The Street to park as discussed in Public Question time. It was agreed that no fencing should be erected on the green in front of the pub. There had been several incidents due to the bad road condition on the road close to Barnett's Bridge in Selham. Tom Richardson was commended for his quick proactive response to the situation. Emergency repair work was carried out but only after a week by WSCC although more work needs to be done once the flooding has subsided. Clerk to ask WSCC Highways to put up some chapter 8 hazard signs to warn motorists of the danger the condition of the road still poses.
- **Speedwatch:** Charles McKee reported after tonight's meeting with more volunteers coming forward it was hoped there would be enough people to start the project in the forthcoming spring.
- **Footpaths, Hedges and Rights of Way:** James Rees stated all previous issues had been reported to the ranger or the land owners where necessary. There is a tree down across the track at Bayley's Yard which has been reported by a parishioner to BT. Clerk to report to Cowdray Estate as well in case it is their responsibility. Another tree is down to the side of the entrance by Woolhurst Farm but this is being dealt with by the adjacent landowner.
- **Playground:** Charles McKee reported he had looked at the play area today and it is getting very muddy under the zip-wire and there is wispy grass where it was seeded. Once it has all dried out, the ground will be reassessed, hopefully by Easter. It was agreed that no further matting was required at this time however there were several areas which would just need re-seeding in the Spring.
- **Parish repairs:** Tom Richardson updated the meeting on the proposed new bus shelter opposite the existing one erected 18 months ago. All members had seen the email response from WSCC Highways with regard to the best location for this. Tom had met with Ben Law to discuss this further and his suggestion for the best location would be just behind the Halfway Bridge sign (in line with the bus stop). He said he was not sure about the 4m back from the existing footpath though – that would be right back in the trees on the edge of the bank! He thinks that 3.5m back from the edge of the carriageway would be more than sufficient – that brings it in line with the Halfway Bridge sign. He said as far as the design is concerned, it would be preferable to see a modified version of the existing one and have a wooden frame surrounding a large Perspex window on each end of the shelter filling the full width of the sides (Ben is happy that this would be easy enough to do) – this would give more shelter to those using it, allow them to see up the road to look for the bus and allow people pulling out of the junction to see straight through. It would also be better from a safety/crime perspective for users as anyone passing can easily see into the bus shelter. All agreed this made sense. Clerk to email WSCC Highways with the PC response.
- **Lickfold Bridge flooding:** Caroline Neville said there had been no response from Fernhurst Parish Council but Clerk reported that Lurgashall Parish Council are still keen to progress this to find a solution to the problem. The Chair of Lurgashall was going to contact Caroline to discuss further.
- **Planning:** Since the last meeting the Parish Council has discussed the following planning applications:

SDNP/17/05316/TPO

Location: Land at Lodsworth House Gills Lane Lodsworth Petworth West Sussex GU28 9BY

Proposal: Removal of 2 no. lower southern limbs and 1 no. dead limb on 1 no. Yew tree and removal of approx. 6-8 no. Laurels and Holly trees (as shown on the amended plan) surrounding the Electricity sub-station within Area, A1 subject to LD/02/00610/TPO.

SDNP/17/05637/TCA

Location: Harthanger The Street Lodsworth GU28 9BZ

Proposal: Notification of intention to fell 1 no. Norway Maple tree and 2 no. Griselinia littoralis shrubs. Crown reduce back to the old wound points on 1 no. Silver Birch tree (in the frontage). Crown reduce by 33% on a cluster of Cotoneaster, Prunus spp. and Viburnum (in the rear garden adjacent to the northern boundary) and 1 no. Lilac (in the rear garden adjacent to the southern boundary).

SDNP/17/05318/HOUS

Location: Green Oaks Highstead Lane Bexley Hill Lodsworth GU28 9EA

Proposal: New 1.5 storey side extension and alterations.

SDNP/17/05681/HOUS

Location: 3 Collyers Cottages Surrey Road Lickfold Lurgashall Petworth West Sussex GU28 9DT

Proposal: Construction of replacement porch on front elevation.

SDNP/17/05781/TCA

Location: Lodsworth House Gills Lane Lodsworth West Sussex

Proposal: Notification of intention to fell approx 100 no. Hazel trees and 6 no. Sycamore trees within 2m from the boundary wall.

SDNP/17/05960/HOUS

Location: Bramble Cottage Surrey Road Lodsworth GU28 9DP

Proposal: Replacement single storey extension and proposed new roof, pitched roof to existing garage.

SDNP/17/06109/HOUS and SDNP/17/0610/LIS

Location: 1 Gibbs Cottages Surrey Road Lickfold Lurgashall GU28 9DX

Proposal: Two storey rear extension and associated alterations.

Since the last meeting, Chichester District Council/South Downs National Park has made the following decisions:

SDNP/17/04962/LIS and SDNP/17/04961/HOUS

Location: The Great House Langham Lane Lodsworth GU28 9DA

Proposal: Removal of lean-to conservatory, erection of timber and double glazed garden room.

Decision: Approved

SDNP/17/05681/HOUS

Location: 3 Collyers Cottages Surrey Road Lickfold Lurgashall Petworth West Sussex GU28 9DT

Proposal: Construction of replacement porch on front elevation.

Decision: Approved

SDNP/17/05318/HOUS

Location: Green Oaks Highstead Lane Bexley Hill Lodsworth GU28 9EA

Proposal: New 1.5 storey side extension and alterations.

Decision: Refused

SDNP/17/05316/TPO

Location: Land at Lodsworth House Gills Lane Lodsworth Petworth West Sussex GU28 9BY

Proposal: Removal of 2 no. lower southern limbs and 1 no. dead limb on 1 no. Yew tree and removal of approx. 6-8 no. Laurels and Holly trees (as shown on the amended plan) surrounding the Electricity sub-station within Area, A1 subject to LD/02/00610/TPO.

Decision: Approved

SDNP/17/05781/TCA

Location: Lodsworth House Gills Lane Lodsworth West Sussex

Proposal: Notification of intention to fell approx 100 no. Hazel trees and 6 no. Sycamore trees within 2m from the boundary wall.

Decision: Raise no objection

SDNP/17/05637/TCA

Location: Harthanger The Street Lodsworth GU28 9BZ

Proposal: Notification of intention to fell 1 no. Norway Maple tree and 2 no. Griselinia littoralis shrubs. Crown reduce back to the old wound points on 1 no. Silver Birch tree (in the frontage). Crown reduce by 33% on a cluster of Cotoneaster, Prunus spp. and Viburnum (in the rear garden adjacent to the northern boundary) and 1 no. Lilac (in the rear garden adjacent to the southern boundary).

Decision: Raise no objection

SDNP/17/03667/HOUS

Location: 2 Upper Elidge Farm Highstead Lane Bexley Hill Lodsworth GU28 9EA

Proposal: Porch roof canopy, 1 no. front and 2 no. rear dormer windows and 2 no. ground floor French doors.

Decision: Approved

SDNP/17/04971/LIS and SDNP/17/04970/HOUS

Location: St Peters Well Vicarage Lane Lodsworth GU28 9DF

Proposal: Proposed garage with home office and gym.

Decision: Case Withdrawn

SDNP/17/05713/PRE

Location: Leggatt Hill Farmhouse River Lane River Lodsworth Petworth West Sussex GU28 9DN

Proposal: Proposed erection of ancillary residential outbuilding and office / wine store.

Advice Provided

SDNP/17/04643/DCOND

Location: Whispers The Street Lodsworth GU28 9BZ

Proposal: Discharge of Condition 3 of planning permission SDNP/17/00349/HOUS - Schedule of materials.

Decision: Approved

SDNP/17/05732/NMA

Location: Whispers The Street Lodsworth GU28 9BZ

Proposal: Non material amendment for permission SDNP/17/00349/HOUS. To replace all existing double glazed false leaded lights with clear glazing.

Decision: Case withdrawn

SDNP/17/04836/TCA

Location: St Peters Well Vicarage Lane Lodsworth GU28 9DF

Proposal: Notification of intention to fell 1 no. Cupresso tree (Cypress (T1), 1 no. Pieca Abies tree (T2), 1 no. Golden Cypress tree (T3) and 1 no. Lawson Cypress tree (T4).

Decision: Raise no objection

8/18 Tree on the Green outside The Hollist Arms

Caroline Neville reported that following a large branch falling last year, the Cowdray forestry team have taken a good look at the tree, inspected it and have sadly condemned it on health and safety concerns. (Full tree report available from the Clerk if required). The works to fell the tree will need planning consent which has not yet been applied for.

9/18 General Data Protection Regulation

The Clerk explained that under the General Data Protection Regulation (effective on 25 May 2018) and new UK legislation expected next year, parish councils need to appoint a Data Protection Officer. SSALC/NALC have advised against the Clerk being this person due to conflict of interest/independence/time and knowledge. Clerk asked if there was a Parish Councillor who may like to take on this role. The Clerk added that some

parishes were joining together and appointing external DP officers. Further developments would no doubt be emerging over the next few months so a decision will be made once there was more clarity.

10/18 Grants and Donations 2017/18

As discussed at the finance meeting held earlier tonight, given the Council's finances are relatively healthy, the Finance Committee recommended that the budgeted donations for 2017/18 (as at Appendix 3) be approved. All agreed this. Payments to be made to Lodsworth PCC (£750 as a contribution to the churchyard maintenance), the Village Hall (£1,250 Annual Donation), Midhurst Community Bus (£100 Annual Donation), Rother Valley Together (£125 Annual Donation), Citizens Advice Bureau (£150 Annual Donation), Lodsworth Local Care (£100 Annual Donation) and Kent, Surrey and Sussex Air Ambulance (£250 Annual Donation).

A request had been received from Lavington Park Federation (Graffham and Duncton Schools) requesting financial support from the Parish Council. After discussion it was agreed to donate £300 as a one-off to help support the seven children in the parish who currently attend the schools.

11/18 Precept 2018/19

It was agreed to increase the precept in line with inflation by 3% to £17,226. Clerk to inform CDC.

12/18 Financial Matters

- The Councils current financial position of £19,732 was noted.
- The bank reconciliation at Appendix 5 was noted.
- The schedule of accounts submitted for payment at Appendix 6 was noted. Payments were authorised for WSCC (Clerk's December 2017 Salary @ £438.75 plus all the grants and donations cheques as detailed under agenda item 9/18).

13/18 Reports back from meetings attended by Councillors

Several Councillors had attended the NE/NW parishes' forum in December where the main talk was of planning and the feeling amongst parishes that the planners were just not listening.

Justina Leitao and James Rees queried the possibility of upgrading the Village Design Statement (VDS) to a Neighbourhood Plan as mentioned at the last meeting. Caroline Neville stated she had emailed Chris Paterson from SDNPA about this and he had assured her that the VDS was more than sufficient for Lodsworth as there were no housing allocations. He added that if the parish did upgrade to a Neighbourhood Plan, it would be an indication they wanted development. Given this advice and the prohibitive expense a Neighbourhood Plan would cost the parish it was felt that there would be no beneficial gain in completing one.

14/18 Clerks Report including any correspondence

Clerk spoke of meetings being held over the next couple of months:

- North Chichester CLC meeting – Tuesday 6th March at 7pm at Wisborough Green Village Hall
- All Parishes Meeting – 25th April at 7pm at East Pallant House
- North-East/West Parishes Forum – date and venue yet to be set

15/18 Items to be included on the next agenda

Co-option

Please let the Clerk know of any additional items for the agenda by Monday 5th March 2018

16/18 Date of next Parish Council meeting – Monday 12th March 2018 at 7.30pm

The Chairman closed the meeting at 9.45pm