

**EAST LAVINGTON PARISH COUNCIL
PARISH COUNCIL MEETING MINUTES**

MONDAY 17th JULY 2023 at 18:15

The Glass Room in the Humphrey Avon Centre, Seaford College

Meeting Started 18.17	ACTION
<p><u>PRESENT</u> Cllr Charles Britton, Cllr Barry Gosden, Cllr William Yates and Parish Clerk Amy Harte.</p>	
<p><u>IN ATTENDANCE</u> County Councillor Tom Richardson, WSCC</p>	
<p><u>58/23</u> AGENDA ITEM 1: WELCOME Cllr. Britton welcomed everyone to the meeting.</p>	
<p><u>59/23</u> AGENDA ITEM 2: APOLOGIES Cllr Patrick Limpus, Cllr Simon Longman, District Cllr John Cross, CDC;</p>	
<p><u>60/23</u> AGENDA ITEM 3: DECLARATION OF INTERESTS W. Yates - Flint Cottage planning application.</p>	
<p><u>61/23</u> AGENDA ITEM 4: MINUTES OF THE PREVIOUS MEETING HELD ON 15TH MAY 2023 TO BE AGREED AND SIGNED AS A TRUE RECORD. The Council RESOLVED that the minutes were a true record, Cllr Britton signed the minutes. 4.2 COUNCILLORS & CLERK TO REPORT BACK ON ACTION POINTS FROM THE PREVIOUS MEETING 1. Declarations of Interests Forms & P. Limpus Acceptance of Office Form Still waiting for P. Limpus's forms, all others completed. All Councillors' forms complete apart from P. Limpus. 2. CIL Funding Request – S. Longman No update available.</p>	<p>P. Limpus to complete and return the Acceptance of Office and Register of Interest forms.</p>
<p>AGENDA ITEM 5: VISITORS' QUESTIONS</p>	
<p><u>62/23</u> T. Richardson joined the meeting AGENDA ITEM 6: COUNTY COUNCILLOR'S REPORT (Mr Tom Richardson, County Councillor)</p>	

<p>Conditions of roads – highways have done a survey. Roads originally planned for surface dressing will be resurface instead. C. Britton pointed out the state of the road on the south end of Perrot Lane, Cllr. Richardson confirmed that that area should be resurfaced. Huge increase in pothole reports so far this year. An extra 4.5 million has been put into the roads and the WSCC has an extra jet patcher.</p> <p>‘Quiet Lanes’ - Cllr Richardson would like to propose that the area including East Lavington becomes ‘Quiet Lanes’ with a 30mph limit and special signs to alert road users to presence of horses and cycles etc. This would deter Sat Navs from directing vehicles through the villages. Parishes would need to get together and collectively submit the application.</p> <p>B. Gosden asked about bus routes and if they are still a priority for resurfacing etc. Tom said he was unaware of how they prioritise the order in which resurfacing is done.</p> <p>Emergency and Resilience Plan - Cllr. Richardson suggested ensuring a list of vulnerable people in cases such of water outages etc.</p>	<p>All Councillors and Clerk to Compile information required for the resilience and emergency plan.</p>
<p><u>63/23</u></p> <p>AGENDA ITEM 7: DISTRICT COUNCILLOR’S REPORT (Mr John Cross, District Councillor)</p> <p>Cllr Cross sent his apologies and a report which is attached as Annex A</p>	
<p><u>64/23</u></p> <p>AGENDA ITEM 8: PLANNING - Applications & Decisions,</p> <ol style="list-style-type: none"> 1. SDNP/21/02886/FUL Land adjacent to Craft Design and Technology Block Seaford College The Drive East Lavington Petworth West Sussex GU28 0NB. Proposed new Woodland and Ecology Centre building. ELPC raised no objection. Still in progress 2. SDNP/21/04334/FUL Seaford College The Drive East Lavington GU28 0NB. Proposed zip wire and low & high ropes. ELPC submitted a no objection response in 2021. HCC Landscape Advisor did not support due to impact on protected woodland. Still in Progress 3. SDNP/22/02855/HOUS Eastwood Farm Graffham Road East Lavington West Sussex GU28 0QF. Demolition of existing outbuildings and erection of new building comprising of pool, gym and garden store. ELPC raised no objection. Application in Progress. 4. SDNP/22/04467/FUL Seaford College The Drive East Lavington West Sussex GU28 0NB. 8 no. new tennis courts and replacement of existing tennis courts with all weather hockey pitch together with creation of overflow car parking and associated works. ELPC raised no objection. Application in Progress 5. SDNP/22/04552/HOUS & SDNP/22/04553/LIS Barnetts Farm Fitzlea Wood Road East Lavington West Sussex GU28 0QN. Restoration of existing dwelling to include replacement windows, 2 no. new/reinstated window openings on front and rear 	

elevations and the reinstatement of original lean-to. ELPC submitted a supportive response. **Applications in Progress**

6. SDNP/23/00373/FUL Tangletrees The Street Graffham West Sussex GU28 0QA. Replacement dwelling and associated landscaping. ELPC recommended refusal primarily as increase in GIA is 87% as against permitted increase of 30% allowed in SD30. HCC Landscape advisor recommended refusal mainly on the on the grounds that the application does not demonstrate a landscape led approach. Application in Progress

NB GPC have now recommended refusal following their second invitation to comment, but the comments are not yet posted on the SDNP website.

7. SDNP/23/00909/FUL Little Bury Norwood Lane East Lavington West Sussex GU28 0QG. Change of use of redundant agricultural building to holiday let. ELPC recommended refusal as this application is virtually identical to the previous one, which was refused by CDC Planning. **Application in Progress**

DCOND for Seaford College Sports Hall alterations approved.

8. SDNP/23/00653/HOUS Flint Cottage Norwood Lane South East Lavington West Sussex GU28 0ND. Increase size of existing side extension on southern elevation with increased roof height, extend existing rear dormer on eastern elevation and remove one redundant chimney. **Application Approved.**

9. SDNP/23/02252/HOUS and 2253/LIS Beechwood House Beechwood Lane East Lavington West Sussex GU28 0NA. Change of use of garage space within coach house to games room and home gym. **Application in Progress.** (For discussion and recommendation at July meeting)

Beechwood House is listed, and the proposed changes won't affect the external appearance of the building, C. Britton felt the decision would be up to the heritage advisors. They will look at how the change affects the heritage of the building. C. Britton suggested the council raise no objection, W. Yates and B. Gosden agreed. **RESOLVED** to submit a no objection response.

A. Harte to submit a no objection response.

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AGENDA ITEM 9: FINANCE

Documents circulated to Councillors by email.

1. Approval of Accounts to 17/07/23

Income & Expenditure

EXPENDITURE	DETAIL	DATE (TO BE PAID)	AMOUNT
Clerk's Salary	27 hours@ £17.10	18/7/23	£461.70
Office Allowance	2@£20	18/7/23	£40.00
Total expenditure			£501.70

The accounts up to 17/07/23 and the above payments were **RESOLVED** to be approved.

INCOME RECEIVED FROM	DETAIL	DATE REC'D	AMOUNT
Total income			£0

2. Other Financial Issues

None

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AGENDA ITEM 10: POLICY REVIEW

- 10.1 Standing Orders
- 10.2 Financial Regulation
- 10.3 Complaints Procedures
- 10.4 Risk Assessment
- 10.5 Records Management Policy
- 10.6 Privacy Policy

All considered and RESOLVED to make no changes.

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AGENDA ITEM 11: CORRESPONDENCE & INVITATIONS RECEIVED 16 May to 17 July 2023

DATE	FROM	DETAIL	AGREED ACTION

All correspondence circulated by email and no action required.

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AGENDA ITEM 12: REPORTS RE ATTENDANCE AT MEETINGS, COURSES AND / OR SEMINARS

29th June CDALC Cllr. Britton reported that the previous Chairman stepped down and has now been replaced by Andrew Shackston. C. Britton agreed to act as Vice Chairman for CDALC.

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AGENDA ITEM 13: PARISH MATTERS

1. WINTER MAINTENANCE PLAN UPDATE
C. Britton will look at the salt bins in anticipation of the audit that will be due soon. T. Richardson suggested tying the lids closed with wire that can be removed if necessary.
2. RIGHTS OF WAY & HIGHWAYS
Email received from The Ramblers Association asking for someone to inspect the footpaths in the area. As B. Gosden already does this for WSCC he has agreed to

Cllr Britton to complete Salt bin inspection and report for WSCC

<p>do this also for the Ramblers. Reporting was discussed and the land owners' responsibility.</p> <p>3. BROADBAND PROGRESS Road closures have been scheduled for September now. Cllr Richardson reported that they have agreed to do as much as possible under traffic management rather than closures.</p>	
<p><u>70/23</u> AGENDA ITEM 14: Dates of Forthcoming Meetings</p> <p>Monday 18th September 2023 Monday 20th November 2023 Monday 15th January 2024 Monday 18th March 2024 Monday 20th May 2024 Monday 15th July 2024 Monday 16th September 2024</p>	
<p>These minutes are an accurate record of the meeting</p> <p>Signed: Name & Position: Date:</p>	

Meeting closed 19.04