

EAST LAVINGTON PARISH COUNCIL
PARISH COUNCIL MEETING MINUTES
 MONDAY 18th SEPTEMBER 2023 at 18:15
 The 6th Form Centre Cafe, Seaford College

Meeting started at 18.17	ACTION
<p><u>PRESENT</u> Cllr Charles Britton, Cllr Barry Gosden, Cllr William Yates, Cllr Simon Longman, and Parish Clerk Amy Harte.</p>	
<p><u>IN ATTENDANCE</u> District Cllr John Cross, CDC; County Cllr Tom Richardson, WSCC</p>	
<p><u>71/23</u> AGENDA ITEM 1: WELCOME Cllr. Britton welcomed all to the meeting</p>	
<p><u>72/23</u> AGENDA ITEM 2: APOLOGIES Cllr Patrick Limpus</p>	
<p><u>73/23</u> AGENDA ITEM 3: DECLARATION OF INTERESTS None</p>	
<p><u>74/23</u> AGENDA ITEM 4: MINUTES MINUTES OF THE PREVIOUS MEETING HELD ON 17TH JULY 2023 TO BE AGREED AND SIGNED AS A TRUE RECORD. The council RESOLVED that the minutes were a true record. Cllr Britton signed a draft copy. 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 – completed but incomplete copy received. Now received. 2. CIL Funding Request – S. Longman Cllr Longman explained that he is still intending to support Graffham PC with the request for funding. 3. Resilience and Emergency Plan – All Councillors To be discussed in Parish Matters. All other actions carried out.</p>	
<p>AGENDA ITEM 5: VISITORS' QUESTIONS</p>	
<p><u>75/23</u></p>	

<p>AGENDA ITEM 6: COUNTY COUNCILLOR'S REPORT (Mr Tom Richardson, County Councillor)</p> <p>Cllr Richardson will draw up a plan for the Quiet Lanes scheme as this will be submitted on behalf of a group of Parish Councils. Estimated timescale – January.</p> <p>New on demand bus service via phone or app – can be collected from doorstep to destination provided it is within the area. 99 & now fully flexible 99 flex. Cllr Richardson gave leaflets for notice boards etc.</p> <p>Cllr Gosden passed Cllr Richardson a Letter that was sent to WSCC. As he has had no response to the letter he asked Cllr Richardson to follow up on it in order to get a response.</p>	
<p><u>76/23</u></p> <p>AGENDA ITEM 7: DISTRICT COUNCILLOR'S REPORT (Mr John Cross, District Councillor)</p> <p>Cllr Cross sent a report – attached as annex A</p> <p>Residents in East Lavington contacted him regarding a planning application adjacent to the recreation ground. They visited the site and advice was given by John Saunders regarding changes that could be made going forward. Discussion took place on the SD30 guidance. Case Officer recommended the applicant withdraw the application.</p> <p>Also someone from Wallace Square contacted him as they wanted to put in more solar panels but the covenant may prohibit this.</p> <p>Nature Corridor with SDNP – wondered if Seaford College would be interested in participating. Cllr Yates gave Cllr Cross contact details to speak to in regard to this. Other potential participants were discussed and contact details will be passed on.</p> <p><i>Cllr Cross left the meeting</i></p>	<p>Cllrs to pass on contact details to Cllr Cross.</p>
<p><u>77/23</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. Decision Pending 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. **Application Determined** – Conditions attached regarding reusing the original materials.
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, nothing since May**
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**
8. **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. **Submitted a no comment response Application in Progress.**

78/23

AGENDA ITEM 9: FINANCE

Documents circulated to Councillors by email.

1. Approval of Accounts to 18/09/23

Income & Expenditure

EXPENDITURE	DETAIL	DATE (TO BE PAID)	AMOUNT
Clerk's Salary	27 hours@ £17.10	19/9/23	£461.70
Office Allowance	2@£20	19/9/23	£40.00
Finger Post Repair (CIL)	Ralph Restorations	19/9/23	£1470
Zurich Insurance	Parish Council Insurance	19/9/23	£214
Total expenditure			£2185.70

A.Harte to make payments and confirm the insurance

policy with Zurich

INCOME RECEIVED FROM	DETAIL	DATE REC'D	AMOUNT
CDC	Precept	15/9/23	1800
Total income			£1800

The accounts up to 18/9/23 and the above payments were RESOLVED to be approved.

- 2. Other Financial Issues
 - 2.1 Insurance Renewal Zurich £214

The Councillors RESOLVED to accept the insurance policy proposal from Zurich.

79/23

AGENDA ITEM 10: CORRESPONDENCE & INVITATIONS RECEIVED 18 July to 17 September 2023

A.Harte to confirm Cllr. Longman will attend

DATE	FROM	DETAIL	AGREED ACTION
		SDNP Parish Meeting - Online meeting 4 th October - Simon Longman	AH to submit acceptance

80/23

AGENDA ITEM 11: REPORTS RE ATTENDANCE AT MEETINGS, COURSES AND / OR SEMINARS

WSALC – 28th July – Cllr Britton attended. Nothing of significance to report.

81/23

AGENDA ITEM 12: PARISH MATTERS

1. WINTER OFFER PLAN
Cllr Gosden has put together a plan for Winter Resilience – This needs further detail. Safety handout is required – Cllr Gosden will put together a leaflet for this. Contact numbers and details of WSCC given by Cllr Richardson. Task leader needed for areas – Cllr Yates (Seaford College) and Cllr Longman (Norwood Lane) Popple Hill resident to be contacted by Cllr Gosden. 4x4 list also – several people’s names mentioned including Cllr Limpus. Discussion took place on farmers helping to clear snow. Graffham health support agency to be contacted regarding vulnerable people in the parish. Deadline 10th November.
2. SAFETY IN LOCAL COMMUNITIES SURVEY
Charles will respond.
3. EMERGENCY RESILIENCE PLANNING
Winter resilience plan is basically the same, will be adapted to include all eventualities.
4. RIGHTS OF WAY & HIGHWAYS

Cllr Gosden to continue to develop the document to include general Emergency resilience planning.
Cllr Britton to respond to survey

<p>Cllr Gosden is now a ranger for the Ramblers Association. Maintenance of rights of way. Hedges and ditches will also need to be done – landowners; responsibility.</p> <p>5. BROADBAND PROGRESS Road closure at Popple Hill should allow resident access to be maintained. Cllr Longman trying to assist residents with the ordering of the broadband provision.</p>	
<p><u>82/23</u> AGENDA ITEM 13: 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 19:30

Annex 1:

CDC MATTERS: Fittleworth Ward

Four months into my role, I am finally beginning to get a grip on the roles and tasks I have been assigned as well as meeting all the parish councils, committees and interest groups. This has been a steep learning curve, but fascinating to meet the different groups and to learn about how local government works. My inbox and where I get most direct communication from you, the residents, is planning. District Councillors are independent from the planning officers, so we cannot be involved in the detail of an application, unless it goes to the planning committee, but we can ask questions and hopefully make access and the process more coherent. If you do ask me to intervene, I will not give opinions or thoughts on the merit of an application. The reason for this is

that I am on the planning committee, and should the application come to the planning committee, and I am pre-determined before a meeting then I am not able to speak or vote. This would clearly not be in the interest of the applicants who live in this ward.

The District Council are also currently promoting a range of home energy efficiency grants. Residents can apply for help to fund air source heat pumps, insulation or solar panels. They can check eligibility and find out more by visiting: www.warmerhomes.org.uk or calling 0800 038 5737. CDC have held two resident events highlighting the options available and they hope to hold another of these events in the year ahead. Tips on how people can reduce their carbon footprint, along with online calculators that offer personalised advice can also be found here

www.chichester.gov.uk/climatechange

The District Council has been continuing to work with the other districts and borough councils in West Sussex and government agencies, to crack down on fly tipping. In February, the council joined Sussex Police, His Majesty's Revenue and Customs, the Driver and Vehicle Standards Agency and the Environment Agency, to stop and check commercial vehicles that were potentially carrying waste. Within a two-hour period, 40 vehicles were stopped and checked - from small vans to flatbed lorries and skip lorries. Using the powers from all five agencies, action was taken to make sure that commercial operators were legally operating and disposing of waste responsibly. Two businesses not registered to carry waste were told to register as Licensed Waste Carriers within 10 days or face fines of up to £3,000. Fourteen Duty of Care inspections were carried out to check where waste materials had come from, where it was being disposed of, and check the accompanying documentation. Six vehicles were given advisories regarding load limits and lights. One vehicle tested positive for contaminated fuel and a further vehicle was seized for not having insurance. A driver was also warned about having an illegal number plate; and another vehicle owner was issued with a summons for having no insurance. These joint action days aim to disrupt the activities of those looking to fly tip materials in our beautiful district and to ensure that potential fly tippers know that there will be consequences. You can find out more at <https://www.westsussex.gov.uk/news/workingtogether-to-scrap-fly-tipping/> Residents and businesses can report fly tipping at: www.chichester.gov.uk/reportflytipping.

John Cross

Fittleworth Ward

Chichester District Council