

East Lavington Parish Council

Minutes of the Parish Council Meeting held on Monday 15th July 2019
at Seaford College, Lavington Park

Also available at www.eastlavington-pc.uk

The meeting started at 6.23pm

Present: Cllr Charles Britton, Cllr Will Yates, Cllr Barry Gosden, Cllr Simon Longman & Cllr Patrick Limpus

In Attendance: Amy Harte (Clerk) Cllr. David Bradford (WSCC) and Jane Veal (Lavington Park Residents Association)

1. Welcome

2. Apologies

76/19 District Cllr. Alan Sutton

3. Declarations of Interest

77/19 None.

4. Minutes of Last Meeting

4.1. Approval of May 2019 Minutes.

78/19 The minutes of the meeting of **20th May 2019** were RESOLVED to be approved. C Britton signed 'draft' copy of the minutes.

4.2 Report on action points from the last meeting.

4.2.1. Councillor's Email Addresses

79/19 The test email sent did not work for Patrick Limpus, Will Yates or Barry Gosden – The clerk has requested a new link to be sent and will send another test email to check all addresses are working (**ACTION P. Limpus, W. Yates, B. Gosden and A. Harte**)

5. Visitors' Questions:

80/19 Jane Veal reported on the responses to a letter that Wallace Square management company sent to WSCC Highways on the road safety at the entrance to Lavington Park. The report is attached (Annex A)

6. County Councillor's Report (Mr David Bradford)

81/19 Cllr. Bradford informed the Parish Council about discussions on Velo South in a Meeting of the Environmental Committee. There are no plans this year and if they were to host an event, they would prefer no road closures. Highways – Speed limits are set nationally and there are limitations to affecting these locally. Concerns are raised about what happens after an accident has occurred, if fatal this is reported but not if not fatal. There are talks about an intermediate system for when an accident that is not fatal as this could prevent further, more serious accidents.

Policing was discussed as Katy Bourne does not have a Rural Crime Team. David Bradford is campaigning for this.

Drug dealing was discussed, David Bradford advised vigilance in this matter as there have been reports of dealers on trains in the area and mules in hotels.

David Bradford gave a brief description of Schools inspections in Special Schools in the area, some of which received a poor OFSTED report and were receiving help from Hampshire.

The Fire service has had some poor reviews resulting in bringing in the Chief Executive.

The WSCC financial management was reported to be adequate and not having to dip into reserves but they are not happy with Capita and the performance is now being managed by Hampshire.

D. Bradford left the meeting at 6.47pm

7. District Councillor's Report (Mr Alan Sutton)

82/19 Apologies and report sent (Annex B)

8. Planning Issues : New / Recent / Ongoing

8.1. **SDNP/19/02025/CND Seaford College, Assembly Hall The Drive East Lavington GU28 0NB** Variation of condition 2 from planning permission SDNP/18/01240/CND to accommodate changes including additional timber cladding to the Assembly Hall & Hollington Centre. No Objection submitted – **Approved**
83/19

8.2. **SDNP/19/01982/PRE Beech Cottage Beechwood Lane East Lavington Petworth West Sussex GU28 0NA** Single storey timber orangery. **Not asked to comment.** In progress

8.3. **SDNP/19/01452/HOUS 1 Wallace Square East Lavington GU28 0FJ** 1no. dormer to South elevation and 1no. conservation type rooflight to West elevation. Comments Submitted 28th April. **Approved.**
84/19

8.4 **Other Planning Matters** – South Downs Local Plan is now approved so the Chichester Plan is no longer ELPC's guide to planning. SDNP is tougher on garages.
85/19

9. Finance

9.1. **Approval of accounts to 15/07/19**
86/19 RESOLVED to be approved.

9.2. **Approval of Clerk's Salary and Expenses:**

9.2.1. **24 hours @ £15.40 = £369.60 + file dividers £1 + £40 office allowance. £410.60**
87/19 RESOLVED to be approved.

9.3. **Income/expenditure**

9.3.1. **Uncontested Election Fee £135**
88/19 RESOLVED to be approved.

9.4. **Other Financial Issues** - none

10. Review of Policies and Procedures:

10.1. Standing Orders

10.2. Financial Regulations

10.3. Complaints Procedures

10.4. Risk assessment

10.5. Records Management Policy

10.6. Freedom of Information Policy

10.7. Privacy Policy

89/19 All of the above policies were reviewed and RESOLVED to be accepted for the forthcoming year.

11. Correspondence & Invitations received since the last meeting

11.1. Circulated by email

11.2. Let's Talk Materials

11.3. Novium Museum

12. Reports re: attendance at meetings etc.

90/19 S. Longman reported that the SALC New Councillor training was well laid out and he had chatted to Trevor Leggo who had agreed to talk about Planning issues, particularly regarding the local plan. (**ACTION -A.Harte** to add Parish Local Plan to Parish Matters for future meetings)

91/19 B. Gosden reported from Heath End Liaison Committee. There appears to be a lack of restoration and this will rely on Parish Councils to enforce the restoration plan. The SDNP have moved from 1 site visit to 6 per year. In 2021 the site is set to close and 18 months of restoration should follow that. The Minerals and Waste plan includes Coopers Moor and Duncton Common, but they cannot continue to use Heath End as it is a single purpose site. (**ACTION A.Harte-** Minerals a separate agenda item) (**Notes from meeting attached as Annex C**)

13. Parish Matters

13.1. **Winter Maintenance Plan Update**

92/19 The Winter Maintenance plan needs updating and re-sending with the map. (**ACTION A. Harte**). W. Yates suggested perhaps getting another grit bin, he will find a position for this. (**ACTION W. Yates**)

13.2. Rights of way and Highways

93/19 B. Gosden to speak to highways about the potholes on Duncton Common Road (**ACTION – B. Gosden**)

- 14. Date of next Meetings –**
Monday 16th September 2019
Monday 18th November 2019
Monday 20th January 2020
Monday 16th March 2020
Monday 18th May 2020

The meeting finished at 7.32pm

I confirm this is a true record of the meeting:

Chairman, 16th September 2019

Annex A

Wallace Square (Petworth) Management Company Limited

Report on replies received following a letter to WSCC Highways Department and others dated 3 June 2019 on the subject of Road safety on the A285 at the entrance to Lavington Park

The letter (attached) was sent/ copied to eight addressees at the beginning of June urging action to be taken to improve visibility for road users. It was pleasing to see that a number of those recipients forwarded the letter on to other people who might also be interested.

Replies have been received from:

Greg Burt, Head of Estates and Operations at Seaford College: who confirmed that they were continuing discussions with Barlavington Estate regarding the reduction of their hedge to improve the line of sight on the A285.

District Councillor Alan Sutton (Fittleworth Ward): who advised that he had previously raised the issue informally with Gillian Keegan MP and Nick Herbert MP.

County Councillor David Bradford: who confirmed his interest in the A285.

Tim Slaney, Director of Planning, SDNPA: who referred the letter to Veronica Craddock, Infrastructure and Environment Strategy Lead, SDNPA. Veronica visited the site and reported to Chris Dye at WSCC. She reported:

- The hedge could be “trimmed hard back along the roadside and topped which would improve the forward visibility between cuts. This would require regular maintenance”. The hedge is a valuable habitat and recommended that removal of the hedge should be followed by replacement which would require agreement of the landowner.
- The bridge over the river is a known crossing point for juvenile toads many of whom are lost during migration. She wondered if this could be used to raise awareness about road safety for all road users in this location.
- If an alternative boundary fence is required the specification should be chosen with care as the Seaford College entrance is imposing, forms part of the grade II registered park landscape and is within the curtilage of the Grade II* building. Enhancing its presence would be in accordance with “Roads in the South Downs”.

Mike Dare, Traffic Engineer, WSCC: who explained the WSCC current procedures for investigations road deaths including site visits and the establishment of measures to reduce the likelihood of repetition. The recent upgrading of signage on the bend was an example of this. The Area Officer had written to Barlavington Estate to see if the hedge could be comprehensively cut or removed. Preference was for removal and/or relocation further back from the carriageway. The Road safety Team are looking into the potential for a vehicle activated sign and this would also require a technical review regarding suitability and power etc.

Andrew Kinnear, Barlavington Estate, wrote confirming their understanding for the need for highway safety, particularly with the increasing numbers of children attending Seaford College. He confirmed that the hedge had been cut down, almost to ground level. He has advised that the estate are in discussion with Seaford College regarding a possible surrender of the tenancy by the current tenants of the land and a lease to the College who propose the creation of a wildflower meadow kept at a low height. Barlavington are keen to find a permanent solution to the problem.

Annex B

Chichester District Council Report to Parishes – July 2019 – Cllr Alan Sutton

East Lavington

Politically our leader and cabinet have been appointed and the new council is functioning well, with cross party working proving to be interesting and at times entertaining.

It has been a busy first 60 days as your District Councillor. I have attended 100% of the member induction training sessions and briefings on offer and now have confirmation of my committee appointments. It is disappointing that new members, especially from new independent & opposition parties, have not done so. I have attended the meetings of these committees and panels as well as sitting on quasi-judicial Licensing Hearings (previously led by JP's) and attending Full Council and Cabinet meetings.

As well as Licensing, I also sit on Grants & Concessions panel, disciplinary (Members) and also the Overview and Scrutiny Committee which holds the cabinet and decision makers to account.

I have been appointed to the parking panel to represent areas North of the Downs and also to Petworth Vision Ltd as Chichester District Council's representative.

Parish News:

I am committed to work closely with our County Councillors Janet Duncton (Petworth) and David Bradford (Rother Valley) and we have been looking at a number of issues together including traffic, planning and in particular road safety. I can report that the hedge close to Seaford College on the A285 has been cut improving visibility on that junction, but we will continue to monitor the situation. Also at the Burton House & Park exit I have noted residents' concerns about turning towards Petworth.

I advise that good support and advice exists at Chichester District Council for businesses in our parish and also for community support. My particular emphasis is for piloting projects that are capable of being shining examples to the rest of the District from our area.

I also can confirm that Westhampnett tip is open and functioning and that temporarily some loads are being taken directly to Ford for recycling to reduce the pressure until the effects of the fire are sorted. Action is also being taken about kerbside litter, particularly litter blown from moving vehicles and also fly-tipping.

The South Downs National Park Local Plan has been adopted. I have attended a briefing and you should receive a full copy from SDNP. I plan to attend Parish workshops run by the SDNP in due course.

I attended the joint initiative for keeping residents safe in the community, looking at not only community safety but also crime prevention support for all residents, particularly those vulnerable groups within our parish. This is a joint initiative

between CDC, NatWest Bank, WSCC, Trading Standards, Police, Crimestoppers, Neighborhood watch and West Sussex Fire & Rescue (which focuses on emergency/ disaster resilience planning, & recovery).

Finally a few days ago at a cabinet meeting, Chichester District Council declared a climate emergency and agreed the terms of reference for an Environment Panel. I can advise on details and will report more fully in due course.

I remain available to signpost, inform or advise on these or other matters.

Alan

Alan Sutton

Member, Chichester District Council

Fittleworth Ward.

Annex C

SDNP/Heath End Liaison Committee Meeting 09/07/19

Actions Agreed

1. SDNP to ask Leconfield Estate to next Liaison Meeting
2. SDNP to explore with Leconfield what to plant in the thinned perimeter woodland.
3. SDNP to provide a copy of the November 2016 Restoration Plan document.
4. SDNP to increase visits to Heath End Quarry to 6 per annum.
5. SDNP to seek from Dudmans the removal of the screenings tower ASAP.
6. SDNP to seek from Dudmans a programme of events and in particular the silt traps.
7. SDNP to obtain clarity on sand remaining and that removed.
8. SDNP to arrange the next Liaison meeting in September 2019
9. SDNP to seek clarification on the footpath shown on restoration drawings.
10. SDNP to pursue Dudmans for the replacement fencing to boundaries.

Notes; using number of HELC letter to SDNP of 30th May

1. SDNP advised they had not been informed of thinning of the tree screen on the South and East sides of the quarry. They also confirmed that Dudman had not been advised either. They acknowledged this was a breach of the planning condition. HELC pointed out that two planting seasons had passed with no replacement. SDNP in discussion with Leconfield Forestry manager to resolve. HELC suggested Gorse would be more suitable. SDNP could not enforce but would ask Leconfield to consider. Duncton PC had been advised about forestry work on Duncton Common but not the tree screen.

2. As regards fencing SDNP reported Dudman were actively pursuing a replacement fence. However, SDNP would not accept increased height for the fence without a planning application. It was anticipated that the replacement fence would be erected within two months. Safety hazard warning signs were being procured by Dudman.

SDNP confirmed drawing suffix 16-01A provided the final profile of the lake bottom where Dudman surveyor was continuing to monitor.

3. SDNP reaffirmed the comments they had received from Chichester DC Environmental Health that they would assist with noise level concerns. CDC EH had commented that trees and or bushes do not reduce noise levels until there is a depth of foliage of 300m. SDNP pointed out that the tree screen was a planning condition for screening of the site not noise reduction.

4. HELC expressed concern that it was less than 18 months before closure of the quarry according to the planning permission. SDNP advised that there had been a restoration plan approved November 2016 as a condition of the planning approval and they would provide a copy to HELC. The plan had been developed by Dudman in conjunction with Leconfield.

Leconfield were to be asked to attend the next Liaison Committee Meeting that SDNP planned to hold in September 2019. SDNP also commented that in light of the concerns being expressed and the closure date they would be increasing site inspections to 6 per annum.

HELC were concerned that there had been no progress on restoration in the areas where no activity and the previously reinstated areas were not being maintained. Also what was to happen to the restored areas post-closing of the quarry. SDNP advised that Dudman may continue with maintenance or Leconfield but one of them will be responsible. HELC questioned what will the quarry area be used for post restoration. SDNP stated that was up to Leconfield but it would require planning permission. HELC asked about the adjacent quarry proposals at Coopers Moor and Duncton Common using the Heath End site. SDNP considered Heath End a stand-alone site with no interaction with the other sites, although the use of Heath End for extended quarrying would be subject to a planning permission. SDNP Copers Moor and Duncton Common were still be consider although they gave every indication they would be unlikely to proceed but not a definitive no to quarrying.

5. HELC the issue of sand tonnage left on site for the silt pits needs to be addressed and when is the redundant screening tower coming down. SDNP confirmed the screening tower would have to be removed from site and that they had asked Dudman for details of tonnage leaving the site where currently approximately 50,000 to 60,000 is removed per annum.

Note C. HELC confirmed there had not been a public footpath across the site. SDNP commented there could be a permissive path but that would be subject to the planning application. HELC considered that the lake left would probably have steep sides that could be considered dangerous that should be taken into account should a planning permission be sought.