

East Lavington Parish Council

Minutes of the Parish Council meeting held on Monday 21th March 2022 at 6.15pm in N1 Seaford College, Lavington Park.

Also available at www.eastlavington-pc.uk

The meeting started at 6.19pm

Present: Cllr Charles Britton, Cllr Barry Gosden, Cllr Patrick Limpus and Cllr Simon Longman.

In Attendance: Amy Harte (Clerk), Allan Sutton (District Councillor),

1. Welcome

23/22 Cllr Britton welcomes all to the meeting.

2. Apologies

24/22 Cllr Will Yates & Cllr. Tom Richardson (County Councillor)

3. Declarations of Interest

25/22 None.

4. Minutes of Last Meeting

4.1. Approval of January 2022 Minutes

26/22 The minutes of the meeting of 17th January 2022 were RESOLVED to be approved.

4.2 Report on action points from the last meeting.

4.2.1. Website Email Address – Active.

27/22 All present Councillor's website email addresses are active. Since the invoices that were not paid by Graffham PC have now been paid Cllr. Longman and the Clerk have recovered the accounts for all ELPC councillors and have access to the One.Com account.

4.2.4. All other action points carried out including submission of planning responses.

5. Visitors' Questions:

None

6. County Councillor's Report (Cllr. Tom Richardson)

28/22 Cllr Richardson sent his apologies.

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

29/22 Cllr. Sutton spoke about Cllr Richardson's role in looking into a new road safety course for new drivers prompted by a recent fatal accident. He then spoke about the new temporary accommodation for the homeless in the area and the various measures being taken by CDC and Stonepillow to tackle this issue. He also submitted a report (Annex A)

Cllr. Sutton left the meeting 6.32pm

8. Planning Issues : New / Recent / Ongoing

8.1. **SDNP/21/04334/FUL Seaford College.** Proposed zip wire and low and high wires. Invited to comment by 5th October 2021. ELPC submitted a 'No Objection' response. **Application still in progress.**

8.2. **SDNP/21/03307FUL Norwood Cottage.** Change of use of stable block and tack room to provide ancillary accommodation, and renovation of existing log store. ELPC raised no objection but noted that it would increase the habitable area, which might be considered in relation to SD31, and the 2020

30/22 application approved area. **Application approved 15/3/22**

8.3. SDNP/21/02886/FUL Seaford College. Proposed new woodland and ecology centre. (Approved in principle by SDNP). ELPC raised no objection. **Still in progress.**

8.4. SDNP/21/01738/FUL Seaford College. New indoor cricket/golf lanes and classroom. Comments submitted, raised no objection. **Application approved 24/2/22**

8.5 SDNP/21/05815/FUL and 05815/LIS Barnetts Farm. Change of use of partially converted granary to detached annexe. ELPC invited to comment and recommended that the application should be refused pending submission of a retrospective planning application for the unauthorised conversion from barn to tack room carried out by the previous owner. **Application in progress**

8.6 SDNP/22/00878/OHL Barnetts Farm. Erection of utility pole for distribution of electricity. **ELPC invited to comment by 23rd March.**

32/22 The Council discussed the application and RESOLVED to submit a 'raise no objection' response. **(ACTION A.Harte)**

8.7 SDNP/22/00640/CND Eastwood Farm. Variation of Condition 2 of SDNP/21/00970/HOUS to allow the installation of a further dormer window. **ELPC invited to comment by 6/4/22**

33/22 The Council discussed the application and RESOLVED to submit a 'raise no objection' response. **(ACTION A.Harte)**

34/22 Cllr Longmam asked about an enforcement notice on the land between Denham House and Pandora. Cllr Britton confirmed that the Parish Council is not consulted on enforcement issues.

9. Finance

9.1. Approval of accounts to 21/03/22

35/22 Accounts were reviewed and RESOLVED to be approved for period ending 21st March 2022

9.2. Approval of Clerk's Salary and Expenses:

9.2.1. Salary Award increase point 26 was supposed to be £15.83 (I had £15.78) now risen to £16.10 from April 2021.

36/22 Salary award RESOLVED to be approved and backdated to 1st April 2021. **(ACTION A.Harte)**

9.2.2. 27 hours @ £16.10 = £434.70 + £40 office allowance. £474.70

37/22 Salary and Expenses RESOLVED to be approved

9.3. Income/expenditure

9.3.1. Website email address hosting £21.99 (on A. Harte invoice as already paid)

38/22 Above RATIFIED as already paid

9.4. Other Financial Issues

None

10. Correspondence & Invitations received since the last meeting

10.1. Circulated by email

10.2. CDALC 4th April 7pm via Zoom

39/22 Cllr Britton attending.

10.3. Chairmans Forum 12th April 7pm

40/22 Cllr Britton attending, he also pointed out that there is a Clerk's Forum which the clerk stated she would watch on the Zoom recording at a convenient time.

10.4. NALC Smaller Councils' issues

41/22 No relevant issues to report.

11. Reports re: attendance at meetings etc.

42/22 Cllr Britton attended the CDALC meeting and the WSALC meeting and had nothing significant to report.

12. Parish Matters

12.1. Rights of way and Highways

43/22 Cllr Gosden reported that the gullies at Cathangar Crossroads were still getting blocked and he will write again to highways copying in Cllr Richardson in an effort to get something effective done in this area.

12.2. Minerals & Waste

44/22 No further progress to report.

12.3. Broadband

45/22 Cllr Longman reported that Gigabit vouchers have been sent to those that requested them and Openreach have confirmed that fiber will be installed by October this year. To use the vouchers residents have to 'order' fiber to the premises within a year of the voucher being issued.

12.4. Queen's Jubilee

46/22 The Clerk has applied for the grant but needs further information in order to claim for the orchard. Cllr Britton will investigate location and further details and report back. **(ACTION C.Britton & A. Harte)**

12.5. Seaford College Community Action Day

47/22 This was discussed but no practical suggestions were made regarding this request by Seaford College.

13. Date of next Meetings –

Monday 16th May 2022

Monday 18th July 2022

Monday 19th September 2022

Monday 21st November 2022

The meeting finished at 7.13pm

I confirm this is a true record of the meeting:

Chairman, 16th May 2022

Annex A

Alan Sutton, Report to Parishes March 2022

Chichester District Council Budget 2020-23

My thoughts are with the whole world facing the prospect of war and uncertain times. My approach to this, indeed my whole philosophy, is in my own small way to work with everyone for the benefit of our residents and to put aside party differences to achieve real benefits. Actions still speak louder than words.

I have been elected (from 1st April 2022) as a public governor for the Sussex Community NHS Foundation Trust. I still hold roles as a Research Champion for the Sussex University Hospitals Trust and a public engagement role at the new Nursing School at Chichester University. These are all non- political roles

My focus this month is the 2022-23 Budget which was passed at our special council meeting on the 8th of March. The budget was passed with all party support and builds on the maintenance of services and improvements to sustainable ways of working brought about through changes and lessons learned from the pandemic.

My report gives you the thrust of our priorities and some information about the way we use **your** money.

Although we collect **ALL** your Council Tax the Chichester District Council share is under 10% of your bill (Around £3 per week on average depending on the Council Tax Band of your property), for which we deliver over 80 services

As always, I will be happy to answer any questions on this or any other matters.

Alan

Alan Sutton

Fittleworth Ward Member

Cabinet Member for Housing, Licensing, Communications & Events

March 2022

The budget is the financial plan that delivers our corporate priorities. This budget not only enables us to continue to deliver our highly valued services but also allows us to invest additional monies in our five Corporate Plan core priorities.

Priority 1 Financial Prudence – managing the Council’s finances prudently and effectively (Peter Wilding, Cabinet Member)

- Despite the Covid 19 pandemic severely affecting our finances we have closed the budget gap from £2.1m last year to less than £600k this year. This is due to delivering on our efficiencies saving programme approved by Council last year. The savings and additional income that have been achieved have meant that we have not had to cut any front-line services and that we have been able to accommodate significant cost pressures, including over £1m of additional staffing costs. It has also meant that we are able to invest in new priority services.
- Due to our prudent financial management over the years, we have been able to fund this year’s deficit from reserves. However, we intend to close the budget gap over the next five-years using the Future Services Framework approved by Council in January.
- We continue to take a more targeted approach to Treasury Management and our returns have significantly exceeded our targets. Due to our successful management and control of our Treasury Activities we have now built in an additional £800k of income into the base budget.
- Next year we will be spending £5.4m to ensure our assets are fully maintained.

Priority 2 Homes for All – a broad range of homes available for residents of all ages. (Alan Sutton, Cabinet Member)

- Later this month we will be opening a brand-new building at Freeland Close to add to our existing temporary accommodation at Westward House. This short stay accommodation offers 17 new flats for single people, couples and families who find themselves homeless. This fantastic new facility comes with excellent eco-friendly credentials, including solar panels to generate renewable electricity for the building, electric charging points, water

efficient appliances and bird and bat boxes to support wildlife habitats. In addition to providing much better accommodation it will also reduce the amount we pay in B&B accommodation.

- During the pandemic we brought all our rough sleepers in off the street and supported them into settled accommodation. We have successfully bid with our partners for funding from the Rough Sleeper Initiative receiving grant funding of £324k. This will help us to continue this important work into next year. We have also received funding to help ex-offenders who may be at risk of sleeping rough and for the “protect and vaccinate” scheme to help ensure anyone sleeping rough are offered a Covid vaccination.
- We have £3.7m available for spend through various housing capital grants, including disabled facilities grants and affordable housing grants.
- **We have yet again agreed to maintain our Council Tax support Scheme at 100% for the most vulnerable, meaning they are not affected by any increase in Council Tax.**
- We have agreed with WSCC to jointly fund a further Council Tax hardship fund for working age claimants of CTR so that their Council tax bill will be reduced by up to £150. This scheme is worth £300k to our residents on low incomes. And is in addition to the government funded energy rebate scheme.

Priority 3 Thriving Economy – Encouraging new business investment and sustainable growth across the district (Tony Dignum, Cabinet Member)

- Inward investment and helping local businesses to grow and thrive is a key priority for us. We are doing a huge amount of work in this area – from encouraging businesses to relocate and directly developing to increase our business accommodation:
 - We are halfway through the building works at St James, a £6million business development in Chichester to offer 30 new industrial units due to be completed this summer. We know quality business accommodation can make a big difference in whether a business relocates in the area.
 - We have recently approved a further £71k to fund another year of business support grant. These grants help with economic growth and new jobs in the district. These grants will continue to help businesses fund a range of projects including apprentices, new websites, purchase of new equipment etc.
- Despite the Pandemic our return on commercial investments remains strong: The Council’s Enterprise Centre, which provides affordable accommodation to new or small businesses, is nearly fully occupied; and the Council’s Ravenna Point Business units are fully occupied too. The returns we receive from our commercial premises help us to maintain vital services to our communities.
- Many Councils are closing their public toilets, but this Council places a high priority on retaining them. We believe it is very important that people have access to good quality modern toilet facilities so we will invest £1.2m to be refurbish 9 toilets across the district to bring them up to modern environmentally efficient standards.
- Working with our partners we will be delivering a season of culture - Culture Spark 22. This is an exciting season of events, performances, live entertainment and community

projects. Culture Spark aims to give everyone - including every child in the district - the chance to participate in an amazing cultural experience. It also celebrates multiple milestones of some of our cultural organisations recognising 60 years of Chichester Festival Theatre; 40 years of Pallant House Gallery; 30 years of Chichester Cinema at New Park's International Film Festival; 10 years of The Novium Museum and the Festival of Chichester; and even more impressively, 200 years of the Canal Trust! This is a fantastic opportunity to showcase and celebrate what our cultural organisations and partnerships offer. We are so lucky to live in a location that has such a rich and diverse offering of cultural and heritage experiences, as well as internationally renowned organisations.

- After what has been a very challenging couple of years, we are hoping that these events will bring a spark of excitement to the district." Recognising the importance of events not only in economic benefit to the district but also community cohesion we have allocated an additional £44k into the base budget so that we are able to continue to support the event programme including the successful 'Market, Cross and more'.
(Alan Sutton, Cabinet Member, Events)

Priority 4 Supported Community – To Support our residents, of all ages and ability, to live healthy and fulfilled lives (Roy Briscoe, Cabinet Member)

- We recognise the positive contribution of private, voluntary and community sectors and support them through our grants and concessions policy. To help our communities thrive we have continued to make an on-going provision of £175k in our budget for grants. Organisations can apply for funding for projects supporting our economy, improving community places and spaces, and for projects supporting our residents who are greatest in need.
- We have also agreed to continue to fund for the next three years the successful 'Chose Work' programme that helps individuals back to employment.
- We have been successful in achieving funding for a two-year pilot project to develop a young person's Social Prescribing service to support young people who need support due to the impact of Covid 19.

Priority 5 A cared for Environment – to protect our environment as we move towards a low-carbon future (Penny Plant, Cabinet Member)

- We have invested over £100k of additional resources in the Development Management service to ensure we can continue to provide good quality and high performing planning services.
- We have negotiated a new 3-year agency arrangement with the SDNPA to continue to provide development management services on their behalf, fully recognising the success of the partnership with the park authority.
- We have added significantly to the funding available to the Local Plan Review process to ensure that the evidence work required can be completed and the Plan finalised for submission for examination as soon as possible this year.

- We continue to deliver the innovative DEFRA funded (almost £300,000) Trees Outside Woodlands pilot project to provide significant additional tree planting in the district and help combat climate change.
- We will also be employing an apprentice tree officer to supplement the growing demands on this service.
- We completed the refresh of the Air Quality Action Plan and finalised our Chichester City Local Cycling and Walking Infrastructure Plan which means looking forward we are very well placed to bid for government and other forms of grant funding for projects to reduce air pollution and enhance the existing network of cycle and footpaths in the district.
- We have provided an extra £50k towards fly tipping cost removals
- We have made great strides in moving towards the targets in our climate change action plan. We are investing considerable amount of existing and new funding next year to help us achieve our targets, including new funding for:
 - £800k of capital funding to purchase two new electric refuse freighters
 - £1.3m capital funding towards the decarbonisation of the Westgate Leisure Centre
 - An extra £56k base budget funding for additional staff in the Environment Strategy unit.

In summary I believe we provide great value for money to our Council Tax-Payers as we continue to invest in new priorities as well as delivering over 80 different services at a cost of less than £4 per week to a Band D council taxpayer.

Eileen Lintill, Petworth Ward Member, Leader of the Council.