

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

MONDAY 15<sup>th</sup> JANUARY 2024 at 18:15  
The 6<sup>th</sup> Form Centre Cafe, Seaford College

Meeting started 18.15	ACTION
<b><u>PRESENT</u></b> Cllr Charles Britton, Cllr Barry Gosden, Cllr William Yates, Cllr Simon Longman, and Cllr Patrick Limpus. Parish Clerk Amy Harte.	
<b><u>IN ATTENDANCE</u></b>	
<u>1/24</u> <b>AGENDA ITEM 1: WELCOME</b> The Chairman welcomed all to the meeting.	
<u>2/24</u> <b>AGENDA ITEM 2: APOLOGIES</b> District Cllr John Cross, CDC, County Cllr Tom Richardson, WSCC	
<u>3/24</u> <b>AGENDA ITEM 3: DECLARATION OF INTERESTS</b> None	
<u>4/24</u> <b>AGENDA ITEM 4: MINUTES OF THE PREVIOUS MEETING HELD ON 20TH NOVEMBER 2023 TO BE AGREED AND SIGNED AS A TRUE RECORD.</b>  <b>4.2 COUNCILLORS &amp; CLERK TO REPORT BACK ON ACTION POINTS FROM THE PREVIOUS MEETING</b> 1. Resilience and Emergency Plan – All Councillors – see Parish Matters 2. Website and Councillors Emails – S. Longman See Parish Matters All other actions carried out.	
<u>5/24</u> <b>AGENDA ITEM 5: VISITORS' QUESTIONS</b> None	
<u>6/24</u> <b>AGENDA ITEM 6: COUNTY COUNCILLOR'S REPORT (Mr Tom Richardson, County Councillor)</b> No report.	

7/24

**AGENDA ITEM 7: DISTRICT COUNCILLOR'S REPORT (Mr John Cross, District Councillor)**

District Council Matters

January:

In the last month I attended a Rother River Summit, which was organised by the South Downs National Park Authority. I attend for three reasons, the river Rother runs through Fittleworth Ward, I am the Chichester District Councillor representative on SDNP Authority and thirdly it greatly interests me to see how and what can be done to not only improve the Rother River water quality, but also the nature recovery that is necessary to have a healthy river.

It was surprising to see so many projects related to the Rother River, from nurturing the first beavers that have made the river their home (as yet no voles reported), to the work some of the landowners are undertaking to improve their patch of the river. There are over 40 schemes already underway along the full length of the Rother, an amazing achievement. Yet more work needs to be done to make the Rother a healthy river again, Arun & Rother Rivers Trust (ARRT) have agreed to take the lead in coordinating. This will be a difficult task as there are many competing projects, and ones that may adversely affects other projects, hence the need for a coordinator body. Currently, there are three major polluters of the river, two are well known, Southern Water and the phosphates that run off farmland, but the third major polluter is the 1600 septic tanks that it is thought are failing and leaching waste into tributaries and water courses that lead into the Rother.

I will get back to this subject when we move things forward.

I also attended a meeting held again by SDNPA for parishes concerning the updating of Local Plans and how parish priority statements/village design statements and Neighbourhood Plans all contribute to the future planning of the park to plan decades ahead for the needs of residents then. The parish councils will have received emails and calls for information from the SDNP officers and those same officers will guide the parishes through the process. Depending on when the deadline, yet to be set for any authority, is established will determine the pace these local plans emerge.

Happy New Year

February:

Late last year a government consultation was circulated to Chichester District Council planning committee regarding the easing of certain planning permission for listed buildings. I thought I'd write about this here as I get contacted a lot about planning issues by residents who live in listed buildings, or indeed those that live within a conservation area.

The reason for this consultation is necessary because the government wishes to introduce an energy efficiency scheme for those that rent out residential properties. If the property meets the required energy efficiency the property would receive an energy efficiency certificate. The scheme was meant to be launched in 2026, but the problem of listed buildings and planning regulations had not been considered, so the scheme has now been delayed. The problem was particularly problematic for large estates, but not solely limited to large landowners, with many historic buildings, which are listed that are rented out. These would not meet the new energy efficiency standard and so would not be able to be rented out once the scheme commenced. This would be a considerable problem in rural areas and cause house to become empty and tenants to

<p>be required to move out of their homes. This was clearly not the intention of the scheme and hence why it has been delayed.</p> <p>The government realised that the strict guidelines on double glazing, air source heat pumps, solar planning, for example, means that these listed building properties have little chance of being energy efficient. So, the consultation is an opportunity for national planning guidance on listed buildings to be updated. The consultation period is over, and it is hoped the new guidelines should be issued in spring or summer. These guidelines will mean that a listed building would be able to have heritage glazing, also known as slimline glazing, amongst other things. There are exceptions, but this will be very welcome to those who live in single paned glazed listed buildings and must pay enormous heating bills to stay warm. If you are thinking of putting in planning permission and listed building consent to change windows or the other measures in the guidelines, then you may wish to wait a few months as things could become easier for you to do so.</p> <p>John Cross</p>	
<p><u>8/24</u></p> <p><b>AGENDA ITEM 8: PLANNING - Applications &amp; Decisions,</b></p> <p><b>1. 8.1 SDNP/23/04929/HOUS</b> High Bank Beechwood Lane East Lavington West Sussex GU28 0NA Proposed single-storey wrap around extension and two-storey rear extension. Alterations to existing roof including; new roof tiles, dormers and roof raised with crown flat roof &amp; solar panels. External and internal refurbishments. Replacement outbuilding. <b>Comments required by Wednesday 17 Jan 2024</b></p> <p>Cllr Longman stated that it is a 62.9% increase in area, in contravention to SD31 due to the fact that it is a medium sized dwelling. He thought that the design did try to limit the height and massing. Questions were asked about the red line and blue line boundaries. It appears as though it develops beyond the residential curtilage. Cllr Britton and Cllr Longman will draft a response to be submitted as soon as possible.</p> <p><b>2. SDNP/23/03708/LDE</b> Tangletrees The Street Graffham West Sussex GU28 0QA. Use of land to the north of the established residential garden of Tangletrees as residential garden land.</p> <p><b>Application withdrawn 18<sup>th</sup> December 2023</b></p> <p><b>3. SDNP/23/04189/HOUS</b> 1 Wallace Square East Lavington West Sussex GU28 0FJ. Replacement of existing 16 no. pv panels on west facing garage roof with 5 no. new solar pv panels and installation of an additional 5 no. of new solar PV panels on east facing roof of garage.</p> <p><b>Application approved 18<sup>th</sup> December 2023</b></p> <p><b>4. SDNP/23/03553/FUL</b> Woodlands Parsons Meadow Norwood Lane East Lavington West Sussex. Retrospective application for siting of 2 no. storage containers.</p> <p><b>Application refused 22<sup>nd</sup> December 2023</b></p>	<p>Response to be drafted and submitted Cllr Britton and Cllr Longman.</p>

**5. SDNP/23/04651/TPO** The Camping and Caravanning Club. Fell 5 no. Silver Birch trees (quoted as T1 at Plot 57, T2-T4 at Plot 14 and T6 at Plot 3) and 1 no. Scots Pine tree (quoted as T5 at Plot 8). All 6 no. trees within Woodland, W subject to EL/98/00424/TPO.

**Application approved 18<sup>th</sup> December 2023**

**6. 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**

**7. 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.**

**8. 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**

**9. 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 refused 1<sup>st</sup> December 2023**

**10. 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**

9/24

## **AGENDA ITEM 9: FINANCE**

Documents circulated to Councillors by email.

1. Approval of Accounts to 15/01/24

### **Income & Expenditure**

EXPENDITURE	DETAIL	DATE (TO BE PAID)	AMOUNT
Clerk's Salary	24 hours@ £18.10 + 99 hours increase of £1 since 1 <sup>st</sup> April 2023	16/01/24	£434.40 £99.00
Office Allowance	2@£20	16/01/24	£40.00

Total expenditure			£573.40
INCOME RECEIVED FROM	DETAIL	DATE REC'D	AMOUNT
Total income			
The accounts up to 15/01/24 and the above payments were RESOLVED to be approved.			
2. Other Financial Issues 2.1 Budget Setting 2024-2025 The Clerk submitted a precept request for £3700			
10/24 AGENDA ITEM 10: CORRESPONDENCE & INVITATIONS RECEIVED 20 November 2023 to 15 January 2024			
DATE	FROM	DETAIL	AGREED ACTION
11/24 AGENDA ITEM 11: REPORTS RE ATTENDANCE AT MEETINGS, COURSES AND / OR SEMINARS Nothing to report.			
12/24 AGENDA ITEM 12: PARISH MATTERS			
1. WINTER OFFER PLAN & EMERGENCY RESILIENCE PLANNING Cllr Britton and Cllr Gosden will complete this.			
2. RIGHTS OF WAY & HIGHWAYS Cllr Gosden is going to do the footpath inspection for East Lavington. There is currently no ranger. Cllr Limpus stated that there have been some concerns about trees overhanging on Norwood lane that need removing or cutting back.			
3. BROADBAND PROGRESS 44 houses still yet to be connected. Some waiting for landlord’s consent. Beechwood lane had some issues with the copper cable and they are investigating that. Cllr Limpus mentioned a tree on the line on Norwood Lane. There will be case studies and a celebration of the delivery of the project involving MP Andrew Griffith.			
4. WEBSITE RENEWAL			

Cllr Britton and Cllr Gosden to Complete the Emergency resilience plan.

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Hosting has been renewed, can host two websites on the same host. Advised to keep a WordPress site. There will then be two separate websites, one for Graffham and one for East Lavington. Cllr Longman will decouple the sites and build a new one for ELPC.	Cllr Longman to action the website split.
13/24 <b>AGENDA ITEM 13:</b> Dates of Forthcoming Meetings  Monday 18 <sup>th</sup> March 2024 Monday 20 <sup>th</sup> May 2024 Monday 15 <sup>th</sup> July 2024 Monday 16 <sup>th</sup> September 2024	
<b>These minutes are an accurate record of the meeting</b> Signed: Name & Position: Date:	

Meeting closed 18.56