

**Minutes of the Parish Council Annual Meeting  
held at Kirdford Village Hall on Monday 19<sup>th</sup> July 2021 at 7.30pm**

**Present:**  
Cllr Mrs A Gillett  
Cllr Mr T Brooks  
Cllr Mr D Gerrard  
Cllr Mr A Persson  
Cllr Mr T Piedade

**In attendance:**  
Members of public: 0  
Parish Clerk

**133. Apologies for Absence:** Cllr N Goddard (vacation) Cllr D Irwin (vacation)

**134. Disclosures of Interest:**

Cllr A Persson declared an interest in relation to the Martin Grant Homes development at Plaistow Road as the Chair of the Bramley Close Residents Association who are in negotiations with Martin Grant Homes.

Cllr A Brooks declared an interest in relation to the Land South of Townfield as this plot is adjacent to his home.

**135. Public Participation:**

None.

**136. Approval of Meeting Minutes**

To resolve that the minutes from the Parish Council Meeting held on 21<sup>st</sup> June 2021 be signed as a correct record. Approved.

**137. Reports from District and County Councillors**

**Cllr Janet Dunton**

Just a few updates on what's going on in our Local Government.

Firstly, West Sussex County Council. I want to assure all my Parish's that as fast as I find or receive road issues many of which are of course Pothole related but not all, I do pass them on through a dedicated Members site. I know some send via Love West Sussex etc but I do manage to get job reported numbers and what's happening from the Members site so hope this helps to move things on. Frustratingly Potholes that get marked with a white line are only done in a 28 day period not immediately. Gully's have also been blocked with this awful weather.

To get Potholes out of the way. I have not been too pleased with the way some of the repairs have been done at some sites and I have reported this back. It really isn't acceptable to actually come out and do the job requested but to do it so poorly that it doesn't last. I know there are strict rules on how and when but what a waste of everyone's time and money when a job is not done up to standard. You can be assured that at County I do have some long conversations with the Highways department. Things have got to improve.

AG.

On the upside if all goes to plan I have had some successes with regards to the state of the roads and sometimes the local Highways Ranger has passed the work forward to the department in charge of bigger road works that are required. One notable one on the sharp Tillington corner which I am hopeful will be properly re-surfaced. It is a mess at the moment.

In Wisborough Green on another Sharp corner I have asked that they look to see if this corner needs it's anti slip surface renewed. The property there can no longer get insurance for fence replacements it happens so often that Cars mis judge and slew into the fence. Nothing happens at speed I am afraid but I am trying.

All our Schools have done very well in exceptional circumstances with keeping pupils in education. It's a lot of work and effort on behalf of every School Staff member and indeed the Pupils but during this difficult, nearly 2 years, they have done whatever has been asked of them. I am sure we all owe the Schools a big thank you for all they have done and that is of course along with everything everyone has done. What a time we have lived through and not all over yet.

This continuing wet weather and the warm earth has made everything grown extensively. Now many want the verges left for insects, Bees etc and I agree with that but I think we must keep access verges clear so that visibility is maintained especially when entering a main road from a side road. You need clear visibility.

A quick word on the Children's Services. Progress is in the right direction. I have told you before but it's worth repeating.

Our commissioner and the Department of Education have agreed that our progress in children's Services including the refurbishment of our Children's homes is all going in the right direction and for this reason they are not looking to put West Sussex Children's Services in a Trust. To make sure we still improve they will be looking at our progress after one year. I have no doubt that we will continue to improve.

The Fire & Rescue service that was behind with it's community Service which is basically going out to peoples homes and talking to them and advising where necessary on safety issues in the home. This is now caught up and instead of the 2000 visits that were outstanding they now have none just dealing with requests as they arrive. Internal issues have also been resolved.

I think I may have said before but the new Horsham Fire Station is being built at Broadbridge Heath and will include training facilities which will be hired by other Fire & Rescue Services and bring in a decent income.

I won't name the sites but on occasion we have had to close Household waste & re-cycling sites for short times because of Covid. It's usually only for a few days but has to be done. If you are visiting a site it's wise to check first and make sure they are not closed.

For those in the Loxwood ward that I and Gareth represent. Gareth will give you a full report I am sure but just to add that the long awaited application for the Clay Pit site in Loxwood is now to the County Council Planning, in but not yet validated although it may be by the end of this week or next. The Officers are keeping me up to date with what's going on so it's watch this space.

Parish's within the National Park will be interested to know that they have just held their AGM and there is a new Chairman of the Planning Committee, Heather Baker. Heather and I have worked together at Chichester District Council in the past and more recently on the SDNP and Planning committee in particular. I am sure she will do a great job.

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Recent work with the Park has been visits to Firl Estate to look at their future Plans for the whole Estate. A visit to Seven Sisters Country Park which SDNP is purchasing from Eastbourne Council and have great Plans for. Recently with a big application of 226 houses in the National Park probably the biggest development within any National Park in the Country, I have also attended a site visit one week and then we held the Planning committee the next week. This went through and you may ask why in a NP. Well the very short answer is that this site was in the Local Plan for Lewes before there was a National Park in situ so it was a matter of getting things like access right along with a couple of other things. This was outline so now we await the full application at some stage.

As you all know it was County elections in May and I thank you for returning me as the Petworth division member. Training and workshops are being held on a regular basis and I have attended my first face to face meeting, Planning & Rights of Way in the last 18 months. It was a pleasure. Workshops for the 22/23 budget are about to start.

Keep safe everyone. Contact me if you need some help with issues on either, [janet.dunton@westsussex.gov.uk](mailto:janet.dunton@westsussex.gov.uk), [jdunton@chichester.gov.uk](mailto:jdunton@chichester.gov.uk) or mobile 07979152898

Best wishes

Janet Dunton

WSCC Councillor Petworth division

CDC Councillor Loxwood ward

County member on South Downs National Park

**Cllr Gareth Evans**

### **Local Updates**

#### **Lagoon 3**

Tony Whitty sent an email to Parishes to update on the current progress with the legal team now that enforcement has expired and has agreed to send out a timeframe for this in due course.

On 7<sup>th</sup> July I attended the Planning Committee meeting and one agenda item was for committee members to note the report on Lagoon 3

<https://chichester.moderngov.co.uk/documents/s20422/13.0%20Crouchland%20Farm%20Enforcement%20Report.pdf>

I also took the opportunity to publicly raise questions that had been sent to me from Kirdford Parish and Plaistow and Ifold Parish. These also represented the questions many residents have raised with me. I felt it important that at this recorded public meeting that the communities' voices were heard. I was given a strict three minutes to speak and although tight managed to get all questions asked. Lagoon 3 was agenda item 13 and was heard at around 2pm so is some way into the recording which will be updated here <https://chichester.nucast.live/> (please note it was not there at the time of writing)

The questions I asked were as follows:

1. With reference to paragraph 6.1 of the report.....

6.1 A site visit on 24 May 2021 – three days after the expiry of the compliance period – showed that Lagoon 3 remains intact on site with no indications within the site that any works of compliance had been attempted or that they were imminent. The visit did however confirm that the Crouchland Farm site [under the management of Artemis] was compliant and that works required under the extant enforcement notices on land in its control had been carried out.

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Q – Has CDC definitive proof that all the underground infrastructure has been removed as per the enforcement notice? Could this be shared with the district and parish councillors?

2. Now that the enforcement notice has expired could Kirdford and Plaistow and Ifold Parishes (and the communities they serve) be provided with a clear and concise timeline as to what happens, by when and by whom
3. If there are no assets of value with the current owner for enforcement, then what happens?
4. What is the point at which CDC will take over responsibility for the site - it is not reasonable to let the site exist in the current state beyond a reasonable time frame. What is that timeframe?
5. If the contents of lagoon 3 are allowed to be spread locally - what is the annual limit allowed to be distributed on the land to comply with the nitrate levels and knowing this, how long would it take to empty the lagoon? - is this reasonable?
6. Who holds the liability for pollution?
7. CDC have already confirmed with the help of the EA that the lagoon is not “contaminated” therefore , can the council confirm that any future owner will have an obligation to return the site to Agricultural land. \*\* we want this minuted\*\*
8. In the meetings with the local Parishes and Ward councillors, CDC have confirmed that there will be no “backdoor” agreement with any would-be buyer of Lagoon 3, to permit building on the site in exchange for the site being cleared. - can we have that again confirmed and clearly minuted
9. At two of our previous meetings with CDC and Multi Agency members I requested that the contents of Lagoon 3 be tested in order to reassure residents that the contents are not dangerous. I was informed that this was not necessary as the contents were unlikely to be hazardous yet the PROW around the lagoon remains closed and has done for several years. Can WSCC be asked to open these back up and if the reason they remain closed is because they believe the site remains a risk why not conduct a test to determine this once and for all and to allow residents access to these PROW? How much longer should residents expect the PROW to be closed?

#### **Churchfields Application, Wisborough Green**

To advise the applicant has withdrawn this application

#### **Land south of Townfield, Kirdford**

Ongoing and expected for determination in early August.

#### **CDC Updates**

##### **Local Plan**

The CEO, and Leader of the Council, along with Gillian Keegan MP, met with the Minister for Housing to discuss the complex issues facing our Local Plan and to request that we are treated as an exceptional case. The request was not agreed. It was made clear by the Minister that if CDC believe that the evidence they collect shows that they cannot meet their full housing requirements, then the Local Plan may be submitted for examination on that basis. However, the Inspector assessing CDC’s plan must have evidence that demonstrates, in planning terms, what can and cannot be achieved. This also needs to demonstrate that all available options have been considered.

##### **Meeting with OFWAT**

The CEO and the Leader of the Council also attended a meeting with Jonson Cox, the Chairman of OFWAT, in response to the letter that the council sent in late November which was a motion put forward by my group. Representatives from the Environment Agency, Natural England, Chichester Harbour Conservancy and Chichester Harbour Trust also attended. They discussed the declining condition of Chichester Harbour and the problems of nitrates entering the harbour, which have been caused mainly by coastal background and agricultural runoff. They all agreed that they need to work collectively to improve the condition of the Harbour. A second water summit is due to be held in July

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to formulate an action plan, which will set out short and longer term actions with timescales, and determine which organisation will lead on this project. CDC's planning policies already require any new development that drains into Chichester Harbour to be Nitrate Neutral. The new Local Plan will also require higher environmental standards to make sure that the Harbour continues to be protected. In the longer term, CDC need to consider looking at creating new habitats and potentially allowing some managed realignment along our coastline to help the Harbour recover. Meetings with the Environment Agency and Coastal Partners have started to take place to consider how CDC can further progress this work.

#### **Customer Service Reception – East Pallant House**

For awareness this reopened on Monday 21<sup>st</sup> June for members of the public to have face to face support.

#### **Local Plan Newsletter**

A reminder that the residents can sign up to the Local Plan newsletter to be kept abreast of developments. This can be done via this link [www.chichester.gov.uk/localplannewsletter](http://www.chichester.gov.uk/localplannewsletter)

#### **Full Council Meeting**

The next full council meeting takes place on Tuesday 20<sup>th</sup> July at 2.00pm and will also be livestreamed for residents to follow.

#### **Surgeries**

With the lifting of all restrictions on the 19<sup>th</sup> July I will be returning after the summer to my regular surgeries. More details on this will follow however I will also be happy to offer online ones for anyone who would rather or needs to socially distance. In the meantime if you would like to contact me about anything please call me on 07958918056 or email [gbevans@chichester.gov.uk](mailto:gbevans@chichester.gov.uk) I am happy to come to you (socially distanced of course) or organise an online meeting/telephone call.

### **138. Correspondence.**

The Chair had received a request to use the car park at Great Common for wedding guest parking on 21 August. It was agreed to contact Martin Grant Homes to ascertain whether the car park works would be completed prior to that date. Any building works would take priority.

There had also been a request from a student to complete a Urban and Rural Planning - Neighbourhood Planning Policy Monitoring Research Project Survey.

### **139. Chairperson's Announcements**

It was noted that there would be a memorial service for the late Reverend Pauline Lucas, to be held at St John the Baptist Church on 11<sup>th</sup> September.

The Chair would be attending a Planning and Power course on 27<sup>th</sup> July.

It was noted that, if Government COVID-19 guidelines permit, Kirdford bonfire would be held on Friday 5<sup>th</sup> November 2021.

### **140. COVID-19 Update**

It was noted that numbers continued to move upward nationally, and within our Ward have peaked higher than the worst of last year. The latest map of our ward indicates they have dropped slightly from 495 per 100,000 to 381 per 100,000 (data as of July 13th).

Ag.

## 141. Finance

- a. Bank reconciliation (Appendix A) – this was approved.
- b. Monthly financial report - (Appendix B) – this was approved.
- c. Payments for approval (Appendix C) – these were approved.

## 142. New Homes Bonus Scheme

It was noted that Chichester District Council were inviting all Parish Councils to comment on options regarding the continuance of the NHB (Parish Allocations) Scheme if funding can be identified.

The Grants and Concessions Panel would welcome any views by the end on August 2021

## 143. Planning:

### Kirdford

#### SDNP/21/03114/HOUS

Notters Lea Linfold Road Strood Green Kirdford Billingshurst West Sussex RH14 OHL

Detached ancillary building.

Decision due 12 August 2021

<https://planningpublicaccess.southdowns.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

The Parish Council had no objection to this application.

### Decisions

The following decisions were noted.

### Kirdford

#### KD/21/01212/TPA

Little Chestnuts Village Road Kirdford RH14 ONU

Crown reduce height by 1.5m and reduce lateral spread by 2m on 1 no. Oak tree (quoted as T2).

Both within Group, G1 subject to KD/ 07/00186/TPO.

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QRUOY9ERH1500>

#### SDNP/20/05870/HOUS

Scrubb House Farm Cottage, Crimbourne Lane, Kirdford, RH14 OHX

Addition of 3 no. roof dormers to existing two-storey outbuilding and change of use of first floor of outbuilding to ancillary accommodation.

502886 123214

LA Delegated Decision

APPROVED

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?keyVal=QM7FCJTULON00&activeTab=summary>

Ag.

**KD/21/00834/DOM**

2 Idehurst Cottages Linfold Road Kirdford RH14 0HJ

Rear single storey extension.

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QSQIOZERHY600>

**KD/21/01439/DOM**

The Lodge Whithurst Plaistow Road Kirdford Billingshurst West Sussex RH14 0JW

Proposed side and rear extensions to existing 2 storey single family dwelling with detached garage.

PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QSQIOZERHY600>

**Enforcement Notices:**

None received.

**144. Townfield Meadows**

It was noted that the decision date for this application was due in August.

**145. Planning Enforcement / TPOs**

It was noted that Chichester District Council had closed their cases with regard to Whiffletree Farm and Churchlands Farm. A request would be made to CDC for further clarification of their decisions.

**146. Great Common Pavilion**

It was agreed to obtain the services of an architect to help with the design of a new pavilion.

**147. Neighbourhood Plan Update**

Troy Hayes Planning had been seeking information from Chichester District Council and had been unsuccessful in obtaining this so far.

**148. Speed Signs/Village Gates**

It was noted that works on the installation of village gates had commenced.

**149. Clearing Grips, Culverts and Ditches**

There was no update to report on this item.

**150. Tree Planting**

It was agreed that new trees would be planted in the village for HRH Queen Elizabeth II's platinum jubilee. The type of tree and possible locations to be identified.



**151. Health & Safety**

It was noted that the playground at Butts Common had become somewhat flooded due to the heavy rain over the last few weeks.

**152. Public Participation**

None

**153. Date of next meeting: 20 September 2021 at 7.30pm.**

20 September 2021

18 October 2021

15 November 2021

Meeting dates for 2022 were agreed as follows:

17 January

21 February

21 March

19 April (Tuesday) after Easter Bank Holiday

16 May

20 June

18 July

19 September

17 October

21 November

**154. Matters for Consideration at the Next Meeting**

Bonfire night plans.

*A Gillett*  
.....

Chairman

*20.09.21.*  
.....

Date

*Amanda Gillett*