

**Minutes of the Parish Council Annual Meeting
held at Kirdford Village Hall on Monday 20th September 2021 at 7.30pm**

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

In attendance:
Members of public: 0
Parish Clerk

155. Apologies for Absence: Cllr N Goddard (personal reasons) Cllr D Gerrard (work commitments). Cllr Gareth Evans (work commitments).

156. 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.

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

157. Public Participation:

None.

158. Approval of Meeting Minutes

To resolve that the minutes from the Parish Council Meeting held on 21st July 2021 be signed as a correct record. Approved.

159. Reports from District and County Councillors

Cllr Janet Duncton

Back to business as normal hopefully. The next Council meeting will be held in the Chamber. I am happy with this because since May and with new Councillors I have to admit to not meeting many of them which is a shame because we all have to work together and it's nice to get to know your fellow Councillors.

However work goes on and just a couple of things to say.

First of all a new method for laying footpaths has been introduced and has been used on 31 paths so far which equates to 22000 square metres. The new method is called cold lay instead of the usual hot lay method and used only 36 tonnes of CO2 compared with the old method which would have used 554 tonnes CO2. This is good news and just another small step to-wards reducing Carbon footprint. There are many other things going on to bring down our carbon footprint but I thought this one worth a mention.

You all know about the Afghan refugee situation. County is playing its part as we have with the other refugees and is working with all the Districts & Boroughs to help give them a roof and

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clothing and of course much more help. County does not provide housing, but the D & B's do so it is very important that we all work together.

Donations of clean clothes and Toys are most welcome and you can find a site on the County Council web site with details of how to donate. Donations of money should be sent through the British Red Cross.

As per Government request we are offering Pfizer vaccines to all the 12-15 year olds in our Schools and these will be administered by NHS trained Staff.

There is a change to opening hours for our waste and re-cycling centres as from the 1st October until 31st March 2022. Make sure you check the site you are going to is open on the day you want to use it because I think they all now close for one day during the week.

I hope to be with you all and will pick up any local issues when I get to the meeting.

Janet Duncton

County Councillor Petworth division

CDC Councillor Loxwood ward.

Cllr Duncton was asked to investigate the following items:

Road resurfacing – there were still many potholes which remained unfilled.

The Purple Bus – would it be returning.

Planning enforcement – there was no clear action by CDC.

Cllr Gareth Evans

Local Updates

Loxwood Claypit

Loxwood Claypits / Protreat application is for "a clay quarry and construction materials recycling facility (CMRF) for CD&E wastes including the use of an existing access from Loxwood Road, the extraction and exportation of clay and restoration using suitable recovered materials from the CMRF to nature conservation interest including woodland, waterbodies and wetland habitats"

Their application is published and live on WSCC website with the reference WSCC/030/21

Public consultation closed at the end of August and is expected to be determined at a November WSCC meeting.

Lagoon 3

I wrote to Andrew Frost and Alison Stevens requesting an update regarding where the legal team were with this now. They responded by asking to set up a meeting which is currently being agreed but likely to be in early October.

Churchfields Application, Wisborough Green

To advise the applicant has withdrawn this application due to the issue surrounding Water Capacity

Land south of Townfield, Kirdford

Now extended until the end of December to allow the developers to work with Natural England in order to put together a proposal to overcome the issue surrounding Water Capacity.

Blackhall development, Loxwood (including shop)

Currently in limbo due to issues impacting other developments in the community connected to the Hardham water integrity issues of demonstrating Water Neutrality. I have received no further updates at this time

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Plaistow and Ifold Neighbourhood Plan: The examiner sent an open letter to the Parish Council and CDC in July and the Parish Council is now considering its next steps. Details are available on the CDC [neighbourhood planning](#) page.

CDC Updates

Local Plan

A full update was sent to the Parish Clerk via email following the members meeting on 29th July 2021

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

Free trees

Residents can apply for free trees from Chichester District Council for themselves and their communities, as part of a scheme to increase tree planting across the district. This follows a successful pilot scheme which was launch in January of this year. Residents can find more information about the scheme, along with guidance notes for anyone interested in applying for free trees, at Chichester District tree scheme. People can also contact the council's dedicated Tree Project Officer by emailing treescheme@chichester.gov.uk or calling 01243 521161.

District wide celebration of culture 2022.

A further £50,000 has been approved by Chichester District Council for the new district wide celebration of culture in 2022. Residents are being invited to suggest ideas for events that they would like to see as part of the celebration and to let the organisers know of anything planned by their groups or societies during 2022. Ideas and suggestions can be emailed to chichester22@chichester.gov.uk.

Financial hardship resulting from impact of Covid-19

Chichester District Council is making further funding available to help economically vulnerable people in the district to pay their council tax. CDC's team will do everything they can to help you by explaining all the support that is available to you. The easiest way to contact them is by email at benefits@chichester.gov.uk. You can also call 01243 534509, but please be aware that when lines are busy callers may have to wait longer than we would like. You can also visit this webpage to find out what support is available <https://www.chichester.gov.uk/helpwithfinances>

Petworth Vision

CDC has approved funding to assist Petworth Vision to manage the creation of a dedicated website and design of a logo for the Petworth Heritage Partnership to go 'live' in September. This partnership comprises the following organisations:

- St Mary's Church
- United Reformed Church
- The Leconfield Hall
- Sacred Heart Church
- The Old Railway Station
- Petworth & District Community Association
- Petworth Vision CIC
- The Petworth Society
- Petworth Business Association; and,
- the Petworth Town Band.

The aim of promoting the organisations together on one dedicated website is to help showcase Petworth's large number of heritage sites in a more efficient way in order to encourage greater

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community engagement and increasing visitor numbers into the town. The ongoing maintenance of the new website will be funded by donations raised during the Heritage Weekends and throughout the year.

CDC have also approved funding for Petworth Vision to set up and run computer training at the United Reform Church for residents of Petworth and the surrounding areas. It is being presented as an IT café and training will range from on-line banking and shopping, to the use of Zoom and Skype as well as IT Security. There will be two morning sessions a week running from 14 September 2021 until September 2022.

Helping residents to recycle more – new kerbside collection trials

Two new trial collection schemes, launched in July, are helping residents in the pilot areas to recycle more. The first scheme collects unwanted textiles and broken or unneeded small electrical items, while the second collects used coffee pods. While CDC are only able to trial this service with three quarters of the district, once the pilots have finished they will be looking to see if they can be rolled out and made permanent across the whole of the district. Information on how to use the new services has been sent directly to residents included in the trial area and more information can be found here: www.chichester.gov.uk/textileandelectricalrecycling.
www.chichester.gov.uk/podback

To check if you are part of the trial area, please use our post code checker

www.chichester.gov.uk/article/35525/Small-electrical-textiles-or-coffee-pod-collection-dates

Trying my own postcode it would appear we are part of the trial

All Parishes meeting

Takes place on 9th September 2021 at 5.30pm and will be virtual

Full Council Meeting

Takes place on the 21st September at 2pm at East Pallant House

Surgeries

With the lifting of all restrictions on the 19th 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 I am happy to come to you (socially distanced of course) or organise an online meeting/telephone call.

160. Correspondence.

A local resident had enquired whether it was permissible to park pony and traps on Butts Common. The resident was advised that it was permissible as it is common land.

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

161. Chairperson's Announcements

It was noted that the memorial service for the late Reverend Pauline Lucas had been postponed to 13th November at St John the Baptist Church. It was noted that Mr Lucas had requested the memorial bench to be placed in the recreation ground.

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The Chair had attended a Planning and Power course on 27th July.

It was agreed that the salt bins would be checked and any compacted salt should be loosened.

It was agreed that St George and Sussex Day flags should be purchased.

It was agreed that a poppy wreath would be purchased for Remembrance Sunday. Wooden memorial crosses would be placed on the war graves at St John the Baptist Church if the graves are cleared.

162. COVID-19 Update

It was noted that numbers had been elevated but were coming down. There had been approximately 50 cases.

163. 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.

164. Planning:

KD/21/00427/FUL

Erection of 1 no. timber workshop building on existing light industrial /commercial land.

The Workshop Village Road Kirdford RH14 ONW

National Grid No.: 501464/126984

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=QOF491ERLZG00&activeTab=summary>

The Parish Council objects to this application due to the current planning breaches reported to CDC which remain unresolved.

KD/21/00194/DOM - Case Officer: Oliver Naish

Mr and Mrs P & C Cutler

Butts Village Road Kirdford RH14 OND

Ground floor alterations and rear extension.

O.S. Grid Ref. 501700/126831

To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QNHS93ERL7E00>

The Parish Council had no objection to this application.

KD/21/02352/DOM - Case Officer: William Price

Mr & Mrs S Crook

7 Townfield Kirdford RH14 ONE

Erection of a single storey rear/side extension.

O.S. Grid Ref. 501556/126882

To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QX94T3ERLH100>

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The Parish Council had no objection to this application

Decisions

The following decisions were noted.

KD/21/01807/FUL

Mr Martin Stephenson

Belchambers Farm Staples Hill To Plaistow Road Kirdford RH14 0NL

Construction of a replacement ancillary storage barn following the demolition of an existing storage barn.
PERMIT

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QUDFLDERJA300>

Enforcement Notices:

None received.

165. Townfield Meadows

It was noted that the decision date for this application was due in December. CDC would be asked for confirmation of this.

166. Northern Parishes Working Group

It was noted that a meeting of the northern parishes would be held on 29th September at 7.30pm via Zoom.

167. Planning Enforcement / TPOs

A request would be made to CDC for a further update on reported breaches.

Henry Whitby at CDC would be contacted regarding TPO requests made.

168. Great Common Pavilion

It was agreed to defer this item to the October meeting.

169. Neighbourhood Plan Update

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

170. WSCC Flood Risk Survey

It was agreed that Cllr Persson would complete the Flood Risk Survey on behalf of the Parish Council.

171. Clearing Grips, Culverts and Ditches

Cllr Persson had reported several flooded areas to WSCC. One blocked area had been cleared by WSCC.

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172. Tree Planting

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

173. Bonfire Night

It was noted that the bonfire night celebrations would take place on Friday 5th November. The bonfire would be built on 31st October.

The Chair would undertake a risk assessment.

174. Jubilee Celebrations

It was noted that a meeting would be held on 11th October at the Village Hall to discuss how the parish might celebrate the Platinum Jubilee in 2022.

175. School Court

A revised quote from D Sanderson for replacement hard wood gates at School Court was approved in the sum of £1,900.00

A quote for the removal of the gazebo was approved in the sum of £575.00.

It was agreed that further quotations should be obtained for the Zipline groundworks and matting.

176. Health & Safety

It was noted that the clappers in Glasshouse Lane had become loose. WSCC would be asked to undertake repairs.

The footpath between Village Road and Townfield was in need of repairs. WSCC would be asked to undertake repairs.

The defibrillator at the Village Hall appeared to be using a large amount of electricity. The Village Hall Committee would be asked to undertake further investigations.

177. Public Participation

None

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

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

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18 July
19 September
17 October
21 November

179. Matters for Consideration at the Next Meeting

Great Common Pavilion.

Amanda Gillett 18.10.21 .
Chairman Date