

**Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 21st November 2022 at 7.30pm**

Present:
Cllr Mrs A Gillett
Cllr Mrs N Goddard
Cllr Mr T Brooks
Cllr Mr D Irwin
Cllr Mr M Osborne
Cllr Mr A Persson

In attendance:
Cllr Gareth Evans
Cllr Janet Duncton

188. Apologies for Absence: Cllr T Piedade due to family commitments. Cllr J Nicholls due to work commitments. Cllr D Gerrard

189. Public Participation:

None

190. Disclosures of Interest:

None.

191. Approval of Meeting Minutes

To resolve that the minutes from the Parish Council Meeting held on 17th October 2022 be signed as a correct record. Approved.

192. Reports from District and County Councillors

Cllr Janet Duncton

As ever there is a lot going on, I am sure you all realise that it is always the case but just one or two things I think I should mention.

First my usual Childrens Service. This continues to improve but as I always say, we are not there yet. A small OFSTED recently was encouraging but we are expecting a thorough OFSTED inspection sometime early in 2023. I do assure you though that we are getting there and it is such an improved Service than it was. As ever it's very difficult getting Social workers and we do train many ourselves now. We have also taken some from other Countries that of course we have to train as we want them to work. They are aware that although qualified they will have to take on training that West Sussex require. We are not alone. Rather like Planning Officers, Social Workers are hard to recruit.

Likewise with our Fire and Rescue. A recent inspection from His Majesty's Inspectorate is happy that we have cleared backlogs especially the home safety visits etc. Always something that needs attention though and attending times have on occasion slipped but that is work in progress. Some will have noticed that the new Fire and Rescue buildings at Broadbridge Heath are coming on a pace and this will also provide training facilities for any Fire and Rescue Services across the Country that would like to make use of them.

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Members have had the usual workshops to keep us up to speed with many items that are dealt with by County and this of course includes the budget which is not expecting to produce any substantial cuts in Services for 23/24. Things get more difficult as we go further forward but that's for another time.

You will have seen on the news the tragic deaths of 6 young people in West Sussex from suicide. A tragedy hard for all to bear. Mental health is not the remit of West Sussex County Council to deliver the Service. But we must all work together with all the Services. The local Authority is leading the way in developing a ground breaking Mental Health triage service bringing together all partners to the table which is forming the bases of National learning. Such a difficult time for all concerned.

For those of my Parish's that are inside the South Downs National Park we are also having to find savings and every member of the Staff was written to some time back and informed of the situation and asked for their views on leaving or taking redundancy. When I say leaving of course that is an option but some moved to different positions taking on other responsibilities etc. This is working well at the time of writing. Twice a year all members and staff have a meeting together which helps us all understand one another's position on the various responsibilities. We are still very keen to make sure that access to the Park is easier for all and as a National Park we have the biggest population on our boundaries and inside the Park than any other National Park in the country. It's a great place for all so we must try and make it accessible for all.

For those Parish's that I represent as a Chichester District Councillor and mainly outside of the Park although some like for instance Ebernoe are very much inside the Park a few CDC items.

I have tried to get some of the leaflets and posters out for an initiative called 'Supporting you'. The Supporting You team at CDC is now in place and aims to provide a holistic Service for those struggling with the cost of living rises. The team is 5 strong and works along with Social Prescribing and Wellbeing team.

Cllr Gareth Evans

Local Updates

22/01726/FUL | Erection of 32 no. residential dwellings on land at Little Farm, Loxwood

I am receiving a high number of objections to this application and will be following this carefully to ensure I represent the views of residents. At last count over 100 objections had gone in and I will be submitting my own comments on this. As Loxwood Parish Council have objected to this it will go before the planning committee at a future date but this is likely to be a long way in the future due to a number of issues that need resolving including the issue surrounding Water Neutrality.

Sustainability Appraisal (Loxwood Parish Council question) I wrote to Tony Witty on 24th September and despite chasing have received no reply.

21/02849/FUL Land Southwest Of Willets Way Willetts Way Loxwood West Sussex – The planning committee asked for this to be deferred to a future planning committee meeting to enable to site visit to take place. It is more likely that this will go back to planning committee in December or January and the site visit will take place on the Monday before.

22/02346/OUT Foxbridge Golf Club Development – The application went in on Friday 30th September 2022 and residents can now comment. I have been meeting residents who have expressed concern over this application. I share many of these concerns and will be following this

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application very closely. The best way to ensure your voice can be heard on this application is to comment via the Chichester District Council Planning Portal.

There were a high number of support cards which went in and the format of this was quite irregular, and I raised this with the Monitoring officer. In addition to this two residents contacted me to say support cards had gone in which they had not completed. The Monitoring officer took the decision to remove all support and objections submitted in this format as it did not meet the required format for public comments.

Stonewall Development

A member of the Loxwood Community contacted me some time back with significant issues with Hyde housing which was causing health and wellbeing issues for the family. Hyde failed to resolve these and I helped the resident with the support of CDC to secure tenancy in one of the new Stonewater developments. This has now been achieved and the resident is as I am sure you will imagine absolutely delighted.

CDC Updates

Local Plan

On 20 October CDC officers held a Briefing Session to update members on progress in finalising the Local Plan Review.

They explained that the Planning Policy Team have made significant progress in concluding the outstanding issues, including transport and A27 mitigation where they have reached agreement with the highway authorities on a level of development for the plan; together with an emerging strategy for dealing with water neutrality in the north of the plan area, waste water disposal and flood risk.

Subject to the outstanding technical work required to support the emerging plan strategy not giving CDC officers any cause for further delay, they are aiming to report the draft Plan to DPIIP, Cabinet and Council in mid-January. If Council approve the plan for consultation, then the intention will be to hold the consultation immediately and following that, to submit the plan for formal examination.

Staffing – Key Contacts

CDC have recently appointed an experienced Planning Manager to the Applications Team (on a six-month contract) and an experienced Principal Planning Officer to the Enforcement Team permanently. Key contacts for the teams within the Development Management Division are as follows:

- **Applications Team:** Deb Smith (Development Manager) and Martin Mew (Principal Planning Officer).
- **Planning Enforcement Team:** Shona Archer (Development Manager) and Andy George (Principal Planning Officer).
- **Majors Team:** Jo Bell (Development Manager) and Jeremy Bushell (Principal Planning Officer).
- **National Park Team:** John Saunders (Development Manager) and Derek Price (Principal Planning Officer).
- **Administration and Business Support Team:** Sam Carter (Manager) supported by Liz Pulley (Team Leader) and Becca Mezzone (Team Leader).

A number of posts remain vacant, and so it remains a challenging time for the Planning Service, but I am told that these two new appointments will have a positive impact on the teams.

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District Councillor Surgeries

Saturday 19th November – The Foresters, Kirdford 12pm-2pm
Saturday 3rd December – The Coffee Cup, Ifold 12pm-2pm

I am also available for home visits or one to one meetings at alternative dates/venues upon request.
Get in touch! gbevans@chichester.gov.uk / 07958 918056.

193. Correspondence

The Clerk had received correspondence with regard to providing allotment space in the parish. This would be added to the 16th January 2023 agenda.

194. Chairperson's Announcements

It was noted that further traffic mirrors had been installed in the village. It was noted that Highways do not allow traffic mirrors as they are considered a hazard. Clerk to contact Highways. It was agreed to write to Andrew Hall at Black Bear to inform him that Kirdford Parish Council could not support his decision to erect the mirror. This would be copied to the National Trust

The Chairman thanked everyone involved in helping with the bonfire and fireworks. It was noted that this year was run at a loss and fewer donations were received. It was noted that the next event would take place on Saturday 4th November 2023.

It was advised that that Firework committee to set up as a charity, thus being able to procure insurance for the event and the ability to request Grant Aid for the event.

Extra Salt Bin required for Plaistow Road, Clerk to order.

195. 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.
- d. Review of Financial Regulations. The Financial Regulations were reviewed and it was agreed to amend Section 4: Budgetary Control. Item 4.1 to read as follows:

Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- the council for all items over **£3,000**; (from £2,000)
- a duly delegated committee of the council for items over **£1000**; or (from £500)
- the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below **£1.000**. (from £300)

Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

- e. Finance Committee Budget Setting

It was agreed that a meeting of the Finance Committee would be arranged.

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196. Review of Standing Orders

The Standing Orders were reviewed and it was agreed that no amendments were necessary.

197. Planning

22/02346/OUT – Case Officer: Jane Thatcher Outline application for a wellbeing and leisure development comprising up to 121 holiday units; the construction of a spa with accommodation of up to 50 bedrooms; the conversion of the former clubhouse into a restaurant and farm shop; the formation of a new vehicular access from Foxbridge Lane, new internal roads, footpaths, cycle routes and car parking areas; the construction of a concierge building and new hard and soft landscaping, including the formation of new ponds. All matters reserved except for means of access. | Foxbridge Golf Club Foxbridge Lane Plaistow West Sussex RH14 0LB

It was agreed that the Parish Council would submit an objection to this application on the grounds of the volume of traffic, heritage setting, water neutrality, noise, local need and habitat protection.

KD/22/02474/FUL - Case Officer: Louise Brace

Mr Ian Crouch

Sussex Game Farm Scratching Lane Kirdford West Sussex

Retrospective application for replacement and extension of building 2 and extension to building 4 and B2 use for both buildings 2 and 4.

O.S. Grid Ref. 499809/128025

The Parish Council had no comments on this application.

Decisions

None received.

Enforcement Notices: None received.

198. Planning Enforcement / TPOs

None.

Housing Needs Survey

It was agreed that a Housing Needs Survey would be undertaken by Action in Rural Sussex as follows:

AirS PostedSurveyAirSsurvey preparation, management, and report. Surveys mailed to all households together with a pre-paid response envelope, with an online completion option. Total fee for this service based on a 30% response: £3,186.76 + VAT

199. Consultation on the draft Chichester Infrastructure Business Plan (IBP)

It was agreed that Cllr Brooks would consider the plan and update CDC

200. Business Continuity.

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Cllr Brooks had arranged a business continuity session on power outage, to be held on 29th November at 7pm.

201. Neighbourhood Plan – Update

It was agreed that further review of the Neighbourhood Plan would be undertaken when CDC have completed their plan. This would hopefully be completed in February or March 2023.

202. Recreation Ground and Pavilion Upkeep – Update

Cllr Goddard was awaiting contact from the surveyor.

There had recently been complaints from parents about the continued dog fouling in the recreation ground. It was agreed that the Clerk would purchase signage. It was agreed that the situation would be monitored once the new signs had been erected.

203. Village Hall Refurbishment

The Chair of the Village Hall Committee was expected to receive drawings towards the end of the week.

204. Great Common Pavilion Update

Two out of the three suppliers supplied quotations for the planning and building control drawings etc. The PC agreed to use DMA Consulting for the design of the new pavilion.

205. King Charles III Coronation

It was agreed to set up a working group to organise this event. A budget of £7,000 had been allocated.

Cllr Brooks was organising the provision of a Beacon for the village.

206. CAGNE – no further update. It was agreed that posters should be added to the noticeboards and placed on the website and social media sites.

207. Health & Safety

Cllr Persson had checked some of the flooded areas in the village after heavy rainfall and was arranging for some of the ditches to be cleared.

Cllr Osborne shared his concerns regarding speeding drivers. He suggested that the Parish Council investigate setting up a speed control.

It was noted that the antique post box in Plaistow Road, which was removed by Royal Mail and replaced with a modern version, had been returned by Royal Mail. It was agreed that a quotation would be obtained to have the brick column and post box reinstated.

208. Date of next meeting: 16 January 2023 at 7.30pm - to be held in Tustin Chapel

20 February
20 March
17 April
15 May

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