

**Minutes of the Parish Council Meeting**  
**held at Kirdford Village Hall on Monday 16<sup>th</sup> June 2025 at 7.30pm**

**Present:** Cllr Mrs A Gillett  
Cllr Mr T Brooks  
Cllr Mr A Campbell  
Cllr Mr P Flint  
Cllr Mr A Persson  
Cllr Mr A Vernon

**In attendance:** Cllr Mr C Todhunter, Cllr, Mr G Evans, Cllr Mrs J Duncton

**340. Apologies for Absence:** Cllr Mrs N Goddard (prior commitment), Cllr Mr T Piedade (prior commitment)

**341. Disclosures of Interest:**

None received.

**342. Public Participation:**

There were four members of the public in attendance.

**343. Approval of Meeting Minutes**

To resolve that the minutes of the Parish Council Meeting held on 19<sup>th</sup> May 2025 be signed as a correct record.

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

**Cllr Janet Duncton**

I thought this month there are a few statistics that you may find of interest at least they will give you some idea of the amount of work that is going on.

Operation watershed has been a boon for Parish's for some years now. Since it was set up in 2013 it has allocated some £5.3million for community led work for some 178 Groups on 479 schemes.

5948 safe and well visits have been made which involves Members of Fire and Rescue meeting residents in their own homes and advising on making it safe for them to remain in their homes for as long as possible. It has been very well received and very useful for those that want to remain in their homes. This has also included the installation of 4644 Smoke alarms.

Staying with Fire and Rescue 3530 Secondary School pupils attended the Safe and Drive Stay alive in 2024/25. I have personally attended one of these sessions and they pull no punches when it comes to safety on the roads and involves real life experiences of those that have been involved in terrible accidents or indeed been the recipient of bad news regarding one of their loved ones. I was quite harrowing. It also required 2333 hours of volunteer support to put these events on but so worth while.

Whilst on Fire and Rescue, 8 new medium off road pumping appliances have been acquired.

144,767 Potholes mended, something that gets a lot of publicity but we are doing a pretty good job and long may it last. It has to be acknowledged without it looking like an excuse that our roads, mostly did not start out being built to have the amount of traffic that we now experience and the weight of vehicles

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that they have too carry. Some of our smaller roads I know started life as Cart tracks and may not have the volume of the A roads but many were Cart tracks that got turned into highways as time went by. Not an excuse but a fact.

My pet hate, dirty and covered road signs. We have started cleaning them and so far 2635 (hopefully more by now) have been cleaned. 123000 drainage gullies have been cleansed.

You can see we do not stand still.

Trading Standards have been busy and had 2 big prosecutions recently. One for a shop selling illegal items and not for the first time and the other for food hygiene regulations. I won't name them but they both got big fines. Hopefully they will learn a lesson.

I have to mention devolution and local Government reorganisation. A lot of work is going on for this and as yet I can't report any solid facts except that everyone is gearing up for the Mayoral elections in 2026 and you may have noted some names going into on line such as Facebook. There is some way to go yet and it will probably get mentioned every month. Of course our Parish's are also involved but not to be devolved except they may be looking to take on extra responsibilities. What during their discussions of course they all note that along with taking on either County or District items in their Parish there is also a responsibility.. Most of the Parishes have set up small working groups to look into the possibility..

I will do my best to keep Parish's up to speed on what is happening but be assured that all our Services are all working as ever and especially our Childrens Services which would never let their standards slip because it is so important to look after our younger generation.

Enjoy July and the summer  
Janet Duncton  
County Councillor Petworth division  
West Sussex County Council

**CLlr Gareth Evans / CLlr Charles Todhunter**

## **Local Updates**

### **Kirdford Pavilion**

Congratulations to Kirdford on the opening of their new pavilion. We were delighted to have been invited to the official opening.

### **Blind Lane, Lurgashall (but within Loxwood Ward) update:**

- The Council was successful in securing an injunction to prevent any further works taking place on the land and the movement of caravans or vehicles onto the land.
- The Council has also served a Stop Notice alongside an Enforcement Notice. These notices repeat the requirements of the injunction, but the Enforcement Notice also requires the use of the land to cease and for the land to be returned to its former condition. The Enforcement Notice takes effect on 20 June 2025 and the occupiers should comply with the requirements of the notice within 4 months of the notice taking effect. There is a right to appeal the notice. The occupiers have not yet lodged an appeal, but they have until the 20 June to do so.
- If anyone is concerned that the notice or injunction is being breached or they wish to be kept informed of progress with the case then they should contact planning enforcement online using the 'report a breach' function on our website
- The Council has put in place arrangements with ward members should any breaches occur over the weekend
- Further information is available on our website here: [Frequently Asked Questions - unauthorised engineering works at a site near Lurgashall - Chichester District Council](#). The council will update the FAQ's document when there are any further notable updates

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- Senior Officers will be on call over the coming weekend to ensure that should any further actions occur local councillors will have someone to contact for support

#### **Solar Farm Application, Wisborough Green/Loxwood:**

Cllr. Gareth Evans attended a residential meeting to understand the concerns over this application. They have formed a very well organised Local campaign group and express gratitude that both Loxwood and Wisborough Green Parish Councils put in their own objections. The MP has also added his own objection to this and Cllr. Gareth Evans will be adding his own.

#### **Foxbridge Application**

We have been provided the following update from CDC *"The applicants have dedicated considerable time to developing their solution for water neutrality, although a final version is not yet ready for submission. NE objected to the proposed solution; however, Officers agreed that a final attempt could be made due to the complexities of achieving water neutrality for this site. We agreed that a draft water neutrality statement could be provided, and one was submitted in late March, which I forwarded to our external consultant for review. The review highlighted the need for additional information, which the applicants are aware of (and currently working on) and I will soon be informing the applicants of additional information required, which arose in respects of water quality. The applicants are now working to address this and submit a final version. Once I receive the final version, I will need to forward to our external consultant again for review, and complete another AA and consult with NE."*

Officers are aiming for a July planning committee.

#### **CDC Wide Updates**

##### **Licensing Act 2003 Annual Fee Scam**

CDC have been made aware of recent incidents within Sussex where holders of a Premises Licence or Personal Licence under the Licensing Act 2003 have been telephoned and advised that their licence has expired, and that they need to make an immediate payment to reinstate it. These have been scamming calls. In light of this, CDC have written to all holders of a Premises Licence/ Club Premises Certificate and/ or Personal Licence warning them of the scam and reminding them that we would not call and demand an immediate payment to be made at the time of the call. Anyone who has any doubt as to the validity of a caller, should decline the call and report the matter to the Licensing Team on 01243 785166 or send an email to [licensing@chichester.gov.uk](mailto:licensing@chichester.gov.uk)

##### **Relaxation of licensing hours during the semi-finals and final of the 2025 UEFA Women's European Championship**

Following a consultation back in February this year, the Home Office have confirmed that licensed premises under the Licensing Act 2003 will be allowed to stay open until 1am if England or Wales reach the semi-final and/or Final of the Women's UEFA European Championships this summer. The changes are made following an Order under Section 172 of the Licensing Act 2003 which extends opening hours on the days of the semi-finals (22 and/or 23 July 2025) and the final (27 July 2025). This means alcohol licensed premises would be able to remain open until 1am (i.e. early in the morning after the matches have taken place) rather than 11pm on the day of the matches. This is for the sale of alcohol for consumption on the premises only. This extension follows on from previous successful national extensions for significant events, such as VE Day and the Men's Euros in 2024. As with similar extensions granted by the Government, it will be very important for holders of Premises Licences to carefully consider the exact terms of their licence and the impact the extension will have. The full details of the extension are yet to be announced.

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## **Growth & Sustainability**

The new Sustainable Support Grant funded by UKSPF is open to applications until midnight on Monday 9 June 2025.

Businesses must submit an online application form with all relevant information attached and any applications received after the end date will not be considered. The grant can be used for the purchase and installation of materials and equipment. For example, the installation of renewable energy technology such as solar PV or Energy efficient / saving equipment or renewable energy solutions.

There are two levels of award – a minor grant award of up to £2,000 requiring match funding from the business of 25% and a major grant award of up to £7,500 requiring 50% match from the business.

The major award is for climate-friendly projects which the business can demonstrate will not only help future-proof their business but also underpin their business' climate and growth ambitions.

Further information is available on our website Sustainable Support Grant programme - Chichester District Council This grant was launched at the beginning of May and follows the previous CDC funded Sustainable Support Grant which was launched in January

## **Surgeries**

Cllr. Gareth Evans runs regular surgeries across Loxwood Ward which are available for all residents to attend. If the suggested dates do not work then home visits and telephone/video calls are also available:

Saturday 7<sup>th</sup> June 12-2pm Kirdford Stores, Kirdford

Cllr Gareth Evans  
Cllr Charles Todhunter

## **345. Correspondence**

The Clerk had received correspondence from a member of the public concerning a water leak adjacent to Packhouse Cottages. This had been reported to Southern Water.

## **346. Chairperson's Announcements**

The opening of the refurbished recreation ground pavilion was held on Friday 31<sup>st</sup> May and the RG committee thanked the Parish Council for their contributions.

The Horn Fair was to be held at Ebernoe on 25 July, where Kirdford Cricket Club would play Ebernoe.

The toddler group would be re-opening in September.

## **347. Finance**

- a) Bank Reconciliation – this was approved
- b) Summary of receipts and payments – this was approved
- c) Payments for approval – these were approved
- d) AGAR
  - i. Final Audit Report – this was noted.
  - ii. Annual Governance Statement. This was agreed, and signed off by the Chair and Clerk
  - iii. Accounting Statements. These were approved signed off by the Chair
- e) CIL Monitoring Report. This report was noted.

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**348. Planning**

**21/00466/OUT** | Outline application (with all matter reserved except Access) for the development of up to 50 new homes, of which 30% would be affordable, new community sporting facility, new vehicular access and associated parking and landscaping. | Land West of Cornwood Townfield Kirdford West Sussex

This application would be considered by CDC at either their July or August meeting.

**SDNP/25/01995/FUL** | Conversion of an existing muck heap into a field shelter. Land adjacent to The Old Coach House Hawkhurst Court Kirdford West Sussex RH14 0HS. The Parish Council had no objection to this application.

**SDNP/25/02235/TPO** | Fell 1 no. Oak tree (quoted as T1, TPO'd T3) subject to KD/99/00594/TPO. | Stable Barn Glasshouse Lane Kirdford West Sussex RH14 0LW. The Parish Council had no objection to this application.

**Decisions** The following decisions were noted:

**KD/25/00730/DOM** Chestnut Cottage Glasshouse Lane Kirdford Billingshurst West Sussex RH14 0LW. Lean-to carport. **PERMIT**

**Enforcement Notice** – none received.

**349. Great Common Pavilion Update**

There was no update at this time.

**350. Village Hall Refurbishment**

No update.

**351. Village Sign**

Cllr Brooks reported that the sign had been removed. The contractor had suggested placing the new oak post into a saddle to prevent water rotting the wood in future. It was agreed to not have a bat motif added to the refurbished top as previously discussed.

**352. Drains, Grips, Ditches & Gullies**

No update.

**353. Footpaths**

It was noted that the footpath behind Herons Farm had been repaired by WS Highways.

Regarding the footpath between Orchard Park and Bramley Close that had still not been properly paved, Cllr Todhunter reported that this matter was being considered for enforcement.

**354. Speed Limits Plaistow Road**

Cllr Campbell had received acknowledgement of the PC's application to reduce the speed limit. He was advised that it could take up to a year to get permission.

**355. CAGNE – Gatwick Update**

Councillor Persson had provided a report from CAGNE on proposals for expansion at Gatwick Airport.

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**356. Health & Safety**

Water leaks reported at Butts Common and Village Road.

The Chair reported that there was a high pile of mats placed outside the Village Hall. These should be removed.

It was agreed that RJ Playground Services be asked to quote for any repairs to playground equipment.

**357. Public Participation**

No participation.

**358. Date of next meeting: 21 July 2025 at 7.30pm**

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

None raised.

**360. Confidential Matters**

None.

*Amanda Gillett* *21.7.25*  
Chairman Date