

Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 21st July 2025 at 7.30pm

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

In attendance: Cllr Mr C Todhunter, Cllr Mrs J Duncion

361. Apologies for Absence: Cllr Mrs N Goddard (prior commitment), Cllr Mr A Campbell (prior commitment)
Cllr Mr P Flint (absent)

362. Disclosures of Interest:

Cllr Mr A Persson declared an interest in item 9 as a resident of 24 Bramley Close.

363. Public Participation:

There were four members of the public in attendance.

364. Approval of Meeting Minutes

To resolve that the minutes of the Parish Council Meeting held on 16th June 2025 be signed as a correct record.

365. Reports from District and County Councillors

Cllr Janet Duncion

Sorry about these notes being a bit late but I really have been busy. I am sure you all realise that apart from your duties as a local Councillor most of us also have to run family lives and sadly my garden has suffered through lack of attention but I try and make sure that we are fed and a bit of cleaning in the house. No excuse, just facts

As an example this week started with a meeting of the member development Group on Monday, on Tuesday at 10am I was at South Downs National Park for a workshop at 10am followed by a full Authority meeting at 1pm, on Wednesday Mandatory training for Safeguarding both children and adults, and today Thursday SDNP Planning which started at 10am and I got home soon after 4pm. Ok it's not like a 9 to 5pm job but that's not what you take on. As Councillors at whatever level you fit your duties in with your private lives, yes we all know the rules but sometimes it's a little harder than others.

Whinge over and I really do try and get my notes done and by the way next week isn't a lot better ending with full County Council on the 18th July and on Council day it's be in County Hall by 9.30am and were lucky to finish at 4.15pm. It's what we sign up to but I am sure you can see it does get a bit busy.

In my defence I also spend considerable time at home on the computer replying to and sending emails not least of course regarding Highways issues or any other issues that residents have concerns about.

All that said we are doing well. Some years ago you will remember our childrens Services were in a sorry state. They are now in a very good position and I am hopeful that when we do get the next OFSTED inspection we will have a very different story to tell.

Our Social workers have really achieved and 2 are being put forward for National awards so I am hoping to be able to give a good story when the awards are made. They deserve it.

I don't think she's up for an award but the Cabinet member for Childrens Services Cllr Jacquie Russell has done an amazing job over the last few years working with all the Services and encouraging so that we are in a much, much better position. I can't imagine the hours Jacquie puts in but it must be more than my hours. We have a lot to thank her for not only her encouragement but her common sense attitude to getting the job done.

A group of young people between the age of 13 to 16 have been working with the Fire and Rescue Service as Cadets. Their one year has now come to an end and I believe that they have learnt a lot about the Service and I know our Fire and Rescue Officers have enjoyed teaching and working with them. Of course they will not all want to join the Service but hopefully some will and some may consider becoming Retained Fire fighters in their communities. It's certainly taught them a lot in one year.

I try and say something about Trading Standards because they are a great department in County as I've mentioned before they have prosecuted for illegal goods being sold, advising on online Scams or other Scams and many other issues and recently they won a Court case against an Airline called Norse Atlantic Airline for the illegal importation of a Dog, well more a Puppy actually at 11 weeks old and none of the paperwork required or injections required to bring Dogs into the Country. With costs we received £4442.

It is worth parents checking out the web site on Libraries as there are some good things going on in the Library's for children during the holidays.

Finally residents can have their say on the Fire and Rescue Service in a survey that runs until the 22nd September. There is a QR code but if you go the web it's yourvoice@westsussex.gov.uk/CRMP.

Janet Dunton
County Councillor Petworth division
West Sussex County Council

Cllr Gareth Evans / Cllr Charles Todhunter

Local Updates

Local Plan - The consultation on the Main Modifications to the Chichester Local Plan 2021 – 2039 has now closed. 163 representations were received, and these have been sent to the Inspectors who will now consider them. We plan to formally adopt the plan over the summer at an extraordinary Full Council meeting on 19th August.

Unauthorised Development at Northchapel / Lurgashall – We have been made aware of activity at the Blind Lane site which appears to have breached the Injunction that the Council put in place. Council officers are attending the site and our external Legal Team will be made aware to take the appropriate action. We take this matter extremely seriously and will do everything in the Council's power to resolve the situation.

Housing – We are assisting several residents with issues relating to housing across the ward. The council's new Housing Register software is now live and users should re-register on the new system to ensure they are supported. If you have any difficulties, please contact the Housing Team on 01243 785166 or email housingallocations@chichester.gov.uk

CDC Wide Updates

Local Government Reorganisation: The Council have been busy moving forward with the Local Government Reorganisation project and plan to start engaging further with our local communities and businesses in July. At the moment, all of the councils are working together to collectively develop surveys for residents, stakeholders and staff. We will let you know when these are launched.

CDC Staffing Update: With Chief Executive, Diane Shepherd now focussing her time on Local Government Reorganisation, John Ward is now our Chief Operating Officer. Due to his change in role, Louise Rudziak will now be taking over responsibility for Chichester Contract Services from this month.

Surgeries

Cllr. Gareth Evans runs regular surgeries across Loxwood Ward which are available for all residents to attend. We are also happy to meet residents at home or elsewhere if this is easier.

The dates for autumn surgeries will be published shortly.

Cllr Gareth Evans
Cllr Charles Todhunter

366. Correspondence

The Chair had been contacted by residents of Herons Close regarding the lack of availability of high-speed broadband to the street.

Residents had received correspondence from Andrew Griffith MP who shared his disappointment that CDC had approved a planning application for 50 houses at Townfield Meadows.

367. Chairperson's Announcements

Councillors were reminded that there would be a clear out of the Village Hall roof space on 18th August.

The Chair, Cllr A Persson and Cllr T Brooks had attended a very informative planning session at CDC.

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

368. Finance

- a) Bank Reconciliation – this was approved
- b) Summary of receipts and payments – this was approved
- c) Payments for approval – these were approved
- d) It was agreed that April Skies Accounting should be engaged as the competent independent Internal Auditor for 2025-26. The Clerk to sign the engagement letter.

369. Planning

25/01090/DOM | Installation of 4 no. velux windows. | 24 Bramley Close Kirdford Billingshurst West Sussex RH14 0QH. No objection. KPC Comments submitted under scheme of delegation

25/00358/FUL | Demolition of the existing light industrial building and erection of a self-build dwelling with associated parking. | Land North Of Slifehurst Farm Scratching Lane Kirdford Billingshurst West Sussex RH14 0JN
Waiting on comments from Environment Agency on water supply and water neutrality.

25/00658/FUL | Proposed construction, operation and decommissioning of a solar farm and associated infrastructure. | Land To The South, South West And North West Of Malham Farm And North West Of Oakwood Farm Newpound Wisborough Green Billingshurst West Sussex RH14 0AP

The Parish Council objected to this application. It was too large scale for such a small rural community and should not be sited on productive grade 3 agricultural land.

Plaistow & Ifold Neighbourhood Plan – Informal Consultation. KPC had no comments to make at this stage.

Townfield Meadows – it was agreed to contact the Planning Officer to see if the unused land can be gifted to the Parish Council as part of the S106.

Decisions The following decisions were noted:

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, associated parking and landscaping. Land West Of Cornwood Townfield Kirdford West Sussex **PERMIT**

KD/25/00622/ELD Land South Of Churchlands Cottages Village Road Kirdford West Sussex
Existing Lawful Development Certificate for use of 2 no. permanent structures for residential use, with alterations undertaken to one of the structures. **REFUSE**

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 **PERMIT**

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 **PERMIT**

Enforcement Notice – none received.

370. Great Common Pavilion Update

The Chair and Cllr T Brooks would be meeting with the architects to obtain plans and specifications. Nigel Miller has offered to clear the site of vegetation so that surveys can be carried out.

371. Village Hall Refurbishment

No update.

372. Village Sign

No update.

373. Drains, Grips, Ditches & Gullies

No update.

374. Footpaths

There was a fallen finger post on the footpath at Bridgefoot. Cllr Vernon had reported this to the Access Ranger.

Cllr A Vernon had mentioned to the Access Ranger that the footpath behind Herons Farm had a very muddy section. The Ranger asked that he be contacted later in the season regarding this.

375. Speed Limits Plaistow Road

Cllr Campbell had received notification from West Sussex Highways that speed reductions on Plaistow Road and Village Road were not considered appropriate and the application had failed the TRO Moderation.

376. CAGNE – Gatwick Update

No update.

377. Health & Safety

Dead trees outside Barkfold to be reported to WS Highways.

The safety rail over the stream on the corner of Plaistow Road needs repairing/replacing. To be reported to WS Highways.

378. Public Participation

As minute 363

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

380. Matters for Consideration at the Next Meeting

Bonfire Night.

381. Confidential Matters

None.

.....
Chairman

.....
Date