

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011 AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

PRESENT: Cllrs. Eric Baldwin, Alan Dickinson, Kirk Elleker, David Hughes
Ian Hutton, John Slipper

IN ATTENDANCE: WSCCllr Mike Hall
Ms T Rowe (Clerk)
9 Members of the Public

74. WELCOME BY THE CHAIRMAN AND APOLOGIES

Actions

The Chairman opened the monthly meeting of the Council by welcoming those present.

Apologies had been received by Cllr. Edwards, Cllr. Miles and WSCCllr/CDCllr Andrew Smith.

75. DECLARATIONS OF INTEREST

Cllrs. John Slipper and Ian Hutton declared their interest in Agenda item 4 as allotment holders. Cllr. Kirk Elleker declared his interest in Agenda item number 11 as an employee of the Goodwood Estate.

76. TO APPROVE THE MINUTES OF THE MEETING HELD ON 11 October 2011

Cllr. Dickinson proposed, and Cllr. Hutton seconded, that the minutes be approved as a true and accurate record. This was agreed unanimously.

77. MATTERS ARISING.

77.1 Local Environment/Village Enhancement

Prior to the meetings the following reports/documents had been received and duly circulated to all Councillors:

1. Letter dated 7 October 2011 from The Revd. Cannon David L Parker, LL.B. M.A.
2. Letter/document from Lavant Football Club dated 30 October 2011.
3. Document from Lavant Football Club entitled "Lavant FC Grounds man and Grass Cutting/Pitch Maintenance 2011-2012 Season"
4. Email from Paul Burgess re. Lavant Play Area dated 31 October 2011
5. Email from Paul Burgess re: Lavant Play Area dated 7 November, with attachments re possible equipment to be purchased and example prices.
6. Document from Robin Burford entitled "Report on Maintenance of the Village Green"

At this point the Chairman asked Cllr. Hutton to lead this agenda item. Cllr. Hutton tabled a document entitled "Lavant Parish – the maintenance of recreational spaces" which he briefly summarised.

Cllr. Hutton suggested that the Parish Council listen to the representations of the Clubs and that a sub-committee be formed to refine the specification for maintenance works and prepare the tender documents. Notification would be put in the newsletter for January, inviting interested parties to ask for tender documents and to quote against these. These quotes would then be examined by the sub-committee, which would then submit the preferred bids to LPC ensuring that appropriate insurance requirements were met. It was anticipated that these quotes would be on a monthly, lump sum basis for April to September, with additional work needed from October to March on an as

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011 AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

needs basis dependent on weather. It was agreed that Cllr. Hutton Chair this sub-committee and that it would be comprised of people who use the facilities: to include David Kent, Football Club, Robin Burford from the Cricket Club, and Paul Burgess from the Play Area.

Discussion ensued. Robin Burford of the Cricket Club stated that the cricket club had been doing maintenance work themselves but going forward they would like to be involved in the decision making. They would still be prepared to do the mowing of the green on a lump sum basis to give LPC a better control of the cost, and to maintain standards.

Cllr. Hutton stated that the LPC was obliged to spend Precept money sensibly and therefore has to open up the works to tender.

Paul Burgess from the Playground Committee, stated that some maintenance work had been done on the playground, including cleaning the safety areas, tightening up the zip wire and maintenance to the fencing. It had previously been agreed to rectify part of the turfing. The funds for these had been agreed by LPC. The work had been delayed as the contractor had been ill but could now be done. Mr. Burgess would confirm when this had been completed. He stated that the playground is very much a community facility and social area, which is well used by families after school and in the holidays. This is now a good opportunity to review updating the tired equipment.

It was stated that Mr. Ian Morrison had completed some maintenance work on the Playground in October and requested that his remuneration of £35 be donated to the Lavant Recreational Fund for the play area.

It had been confirmed that the Play Area was not acceptable for funding under S106 Community Facilities monies. LPC would query this and would contact Shona Turner and ask CDC to reconsider.

Clerk

77.2 Solar Panels on Memorial Hall and Drains.

Prior to the meeting a letter from Mrs Sheila Sims, Secretary Lavant Hall Management Committee had been sent to Cllr. Dickinson, dated 2 November 2011 requesting the Parish Council discuss and consider the report with a view to recommending to the District Council that Section 106 funding be released to fund the Scheme. This letter included two reports: "Solar Photovoltaic System Installation Proposal" and "Solar Energy Feed-In Tariff Update – 1 November 2011".

Cllr. Baldwin formally requested that LPC responded to this letter. He stated that he wanted this matter pushed ahead and an answer given. Even if that answer were to be negative, it was important to get the matter finalised and not for it to be discussed every month.

Cllr Dickinson stated that he and Cllr. Hutton, with the Clerk in attendance, had met Shona Turner, on 25 October with reference to S106 monies possibly available if the Hunters Rest planning application was allowed and the monies outstanding from the Meadows Close development. As part of the "wish list" of projects submitted, LPC had requested that S106 monies be allocated to The Memorial Hall, to include solar panels, re-wiring, energy review, increased storage, extension etc.

Discussion ensued, with Cllr. Dickinson stating that it was necessary to know the facts, for 3 quotes to be received and that it was important to realise that there was a limited amount of money available. It was agreed that in principle LPC supports the request, but it is necessary to see how it fits in with the other

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011 AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

work needed at the Hall.

It was agreed that the Memorial Hall Committee are responsible for the management of and the upkeep of the hall and therefore they would seek the three quotes.

DRAINS MEMORIAL HALL

Cllr Slipper, Cllr. Baldwin and Mr. Tony Bleach would be meeting Tracey Webb Principal Communities Highway Officer, on site on Friday 11 November at 3pm.

As Tracey Webb is new to the post, Cllr. Slipper wanted the meeting to be amicable in order for progress to be made on the matter. If no progress was forthcoming then it would be necessary for LPC to pursue this more assertively.. No action was needed before the meeting on 11 November.

WSSCllr Mike Hall stated that this was a Highways problem as they were discharging water onto LPC property and it was not LPC responsibility to pay for it.

77.3 Play area safety Inspection report

Cllr. Hutton had received a letter from RoSPA stating that they are looking into the matter and would send a full report in due course.

Cllr. Hutton

77.4 South Downs National Park Workshops

Cllr. Slipper had been unable to attend the latest meeting but he would circulate to all Cllrs the minutes of the meeting when he received them.

Cllr. Slipper

77.5 Bus Shelter Advertising

WSSCllr/CDCllr Smith had confirmed that as the bus shelter is within the Special Area of Control and that the advert would be for a business purpose and not on the premise of that business, there is no provision of any form express consent under 2007 regulations. Advertisement consent would be required, yet if this was permitted we would see a lot of the same development go on and this could be harmful to the countryside. This assumes an external advert. An advert on the inside is okay.

Cllr. Dickinson suggested that Giles, from the "Earl of March" could possibly make the bus shelter a "pit stop" and put an advert on the inside. It was agreed that Cllr. Dickinson could approach Giles.

Cllr. Dickinson

77.6 Bank Account.

It was confirmed that the Bank have mislaid Cllr. Dickinson's specimen signatures and proof of identity. Cllr. Dickinson was to supply these to the bank again.

Cllr. Dickinson

77.7 October Newsletter Distribution and Review of Distribution/circulation procedures

Cllr. Baldwin reported that the October newsletter distribution was not successful. Mrs Margaret Rhodes had given him details of 23 rounds of approximately 30 houses and of these only 7 rounds had been responded to. This was the second time this had happened and he still had most of the 700 newsletters printed in his house awaiting distribution.

Cllr. Baldwin

He confirmed that because LPC is a Quality Council it is obliged to produce a newsletter 4 times a year and for it to be available for the whole parish. It is not necessary for it to be delivered to every household, but could be distributed

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011 AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

via the website (which had had 43 hits on it in October for the newsletter) and be available via pubs, village hall, Church, restaurants etc. A Diary Entry could be taken out in the Lavant News at a cost of £45 for the year, notifying Parishioners of where the newsletter was available. This would be significantly cheaper than paying £70 per quarter for the printing of £700 newsletters.

He proposed that in future and for a trial of 4 newsletters that this be how it is distributed. This was agreed. Cllr. Baldwin would write a letter to all clubs and users of the Village hall notifying them where the newsletter would be available.

He stated that if it was brought to his attention that if a Parishioner was unable to access a copy of the newsletter he would personally print off a copy and take it to them.

He proposed and it was agreed that the LPC website address should be put on all correspondence sent out the Council. Cllr. Baldwin stated that the website itself needs revising.

Clerk

Discussion ensued as to whether it might be possible for it to be for the newsletter to be included with in the Lavant News. Mrs M Rhodes confirmed that this had been discussed previously and that the Church, who is responsible for the Lavant News, was not happy for the newsletter to be included. The publishing dates were inconvenient, it added to their costs, and they would not get any increased advertisement income because of it. Cllr. Baldwin stated that he would revisit this and report back.

Cllr. Baldwin would attempt to ensure that Parishioners who had not yet received a copy of the October newsletter, did so.

77.8 Village Clear-Up

The Clerk had contacted Sussex Association of Local Councils (SALC) who had stated that a risk assessment and a review of insurance was necessary if using volunteers.

The Clerk had contacted Mr J. Tipper, Fishbourne Parish Council, who had forwarded various documents; organising a clear up, a sample risk assessment and a "Spring Clean Day (2010) Statement, and information on Junior Wardens at Tangmere Primary School doing a Litter Pick.

It was agreed that Cllr. Slipper would take ownership of this matter. The Clerk would forward him the documents from Fishbourne.

Cllr. Slipper/

WSCCllr Mike Hall would forward Cllr. Slipper details of how litter is dealt with in Boxgrove.

Clerk

77.9 Application from Friends of Lavant CE Primary School – discretionary grant for Projector

It was confirmed that this project was now allowed for S106 Community Facilities monies as there was enough evidence of community use.

WSCCllr Mike Hall would let the Clerk know who could be contacted re an S106 Education grant.

Cllr. Elleker stated that it could be possible to obtain a projector cheaper than the price quoted by Lavant CE Primary School. He would look into this and would deal with this matter.

Cllr. Elleker

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011 AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

77.10 Annual Parishes Meeting – 19 October 2011

Cllr. Hutton gave a brief report of this meeting which included three presentations on Village Community Shops, Community Help Scheme, and a Parish where an area of land had been turned down for Planning but the Parish Council had enabled affordable housing to be built on it.

Cllr. Baldwin/

Discussion ensued re. security fencing around North Field and the car park. Discussion is taking place with Ian Lock. Cllr. Baldwin, Cllr. Hutton and Mr. Tony Bleach are dealing with this.

Cllr. Hutton

78. CO-OPTION OF A NEW COUNCILLOR TO REPLACE DAVID HUGGETT

An email dated 4 November had been received from Peter Sabatini and had duly been circulated to all Councillors. Mr. Sabatini was present at the meeting and gave a brief resume of his interests and current involvement in the village and stated that he wished to be further involved in the Parish. Cllr. Dickinson reminded the meeting that Mr. Kevin Chapman had also expressed his interest and had spoken at the last meeting. Cllr. Dickinson invited Councillors to contact him the next day and a decision would be taken as to whom to appoint.

All Councillors/

Cllr. Dickinson

79 REPORTS FROM WSCCllr. Michael Hall and WSCCllr/CDCllr Andrew Smith

WSCCllr Hall requested that LPC finalise its Bad Winter Management Plan and inform County Council where it needs its salt bags positioned.

Discussion ensued about the parking issue at Meadow Close. Cllr. Dickinson asked if WSCCllr. Hall could endeavour to delay the County Council in not placing bollards on the verges until progress could be made on this matter by other means. Cllr. Dickinson stated that visibility/sightlines were not affected by the parking taking place there. Discussion ensued about the developers not wishing to continue discussions re the parking, about the Housing Association and its voting rights. The matter had been raised with CDCllr Andrew Smith and his advice/support sought.

Mr. Sabatini (Parishioner) stated that the villagers in this area felt they were being victimised. Discussion ensued: re the matter of parking at an angle outside Orchard cottages no longer allowed and in fact these spaces are now public car parking; no parking reserved for residents of Orchard Cottages; the residents of the new houses wanting more parking spaces than they already had got and the fact that it is not illegal to park on a busy main road but it is to do so on the verges. This matter is on-going.

WSCCllr Hall stated that he can speak on behalf of, and represent, the people objecting to the Eastmead Planning Application. He has contacted the relevant Parishioners.

WSCCllr. Hall stated that County Council and Chichester District Council can support LPC regarding the Hunters Rest Planning Application. It was requested that LPC's objection letter be forward to him.

WSCCllr Hall was thanked for his offer of support.

CDCllr. Andrew Smith was not present at the meeting.

80 POLICE COMMENTS

There was no Police present at the meeting. It was confirmed that Carly Churchill Wright had been sent minutes and agendas. It was requested that WSCCllr/CDCllr Smith request that she or a representative attend or submit a report.

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011
AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

81 CLERK'S REPORT ON ANY CORRESPONDENCE RECEIVED AND ACTION TAKEN

Various points had been received by email/telephone calls from Michael Burton:

- Could the Council take up with Earnley Concourse re Signage on the top of Pook Lane.
- (Cllr. Hughes states that West Stoke House signs are still up – he will deal with this) Cllr. Hughes

Lavant Play Area – general approval that the football pitch should be repaired with real turf – dealt with under Item 4 above

Roof of bus shelter in St. Nicholas Road – cedar shingles need repairing

2 trees adjacent to pond on Sheepwash Lane – invested with Ivy and killing them

Field that goes up from Hall to Earl of March needs a footpath reinstating.

Mr Burton's comments were noted.

It was noted that a letter had been received from West Sussex County Council on 14 October re. West Sussex Waste Plan. Consultation on the shortlisted sites would end on 14 November and a draft revised statement had been published for public Comment by 25 November 2011.

It was noted that an email had been received re West Sussex Sustainable Travel Towns Local Sustainable Transport Fund bid.

An email had been received from Emily Attewell re possibility of putting a link from Lavant Parish Council website to her website www.counselling-directory.org.uk. It was agreed that Cllr. Baldwin would look into this and advise. Cllr. Baldwin

82 FINANCIAL MATTERS AND ACCOUNTS FOR PAYMENT

The Clerk stated that cheques had been drawn for:

- £ 71.66 Tracy Rowe Expenses
- £ 29.50 Summersdale Garage
- £123.70 Robin Burford

£100 had been received on behalf of the Village Community Shop.

An item for the next agenda would be the 2012/13 budget and precept request.

83 PLANNING

Eastmead Industries Ltd Objected

LV/11/03994/DOMNP Mr. S. Pulley, 1 Oldwick Meadows. Supported

LV/11/04138/EXTNP Mrs Caroline Miller, Harpers Cottage Supported

LV/11/03912/OUT Seaward Properties, Hunters Rest. TO OBJECT.

Copies of a draft objection letter had been circulated. This was approved and it was agreed that it would be submitted.

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011
AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT

NEW APPLICATIONS SINCE AGENDA WENT OUT – DISCUSSION
ENSUED

LV/11/04523/TCANP

Clerk

Richard Skinner, Juno Cottage. Notification of intention to fell 1 no. Fir (blue) tree. It was agreed that a “neutral” response would be submitted with a request for tree conservation officer to be involved.

LV/11/04234/TCANP

Richard Skinner, Fern Cottage. Notification of intention to reduce southern sector back to boundary on 1 no. Golden Cypress tree.

Clerk

Agreed that an objection would be placed with a request for tree conservation officer to be involved.

LV/11/04231/DOMNP

Mr and Mrs Lock. Oakwood Pook Lane.

Cllr. Dickinson

Extension and alterations to existing House. Discussion ensued and it was agreed that a site visit would take place the following day. Councillors to inform Clerk as to what response to take.

Cllr. Hughes

Cllr. Elleker

Response needed by 23rd November.

Cllr. Miles

84 TO RECEIVE REPORTS ON THE FOLLOWING:

84a Memorial Hall Management. (Cllr Baldwin – representative)

Cllr Baldwin reported that the Hall Committee did not think that the photograph idea was what they wanted in order to celebrate the Queen’s Diamond Jubilee event in 2012. The Committee were now keen to support the “Big Lunch” idea which was being supported and promoted by Buckingham Palace. It had been suggested that the Church, Lavant Parish Council and the Hall Committee would form a sub-committee to arrange a “big lunch”. The Hall Committee would like LPC to lead this event. The AGM of the Hall Committee would take place on 6 December at 7.30pm and it was agreed that Cllr. Dickinson and the Clerk would attend, in order to sort out who would go on the sub-committee

Cllr. Baldwin

Cllr.
Dickinson/Clerk

84b Goodwood Circuit Consultative Committee (Cllr. Hughes – representative)

Cllr. Hughes and Cllr. Dickinson would be attending a meeting with the General Manager of the Circuit re. the traffic issues in East Lavant during Goodwood Revival. Cllr. Dickinson would report back at the next meeting.

Cllr. Hughes

Cllr. Dickinson

84c Goodwood Airfield Consultative Committee. (Cllr. Slipper – representative)

Cllr. Slipper had forwarded an email to LPC about this issue. Cllr. Elleker requested that Cllr. Slipper forward full minutes of the last meeting to him. 68 complains had been received, 22 of which were from one person from Lavant.

Cllr. Slipper

If anybody wishes to complain, we can let them know how.

84d Lavant Valley Partnership (Cllr. Elleker - representative)

Cllr. Elleker and Cllr. Slipper attended. Agenda items included Slindon National Trust Estate, car parking charges, village hall databases.

84e South Chichester Local Committee (Cllr Slipper – representative)

Cllr. Slipper attended the last meeting. Agenda items included 20’s Plenty for Chichester, Infrastructure Planning, Talk with us (open forum),

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th NOVEMBER 2011
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85 CHICHESTER SOUTH COMMUNITY ACTION PILOT – Meeting of all Parishes

Cllr. Dickinson attended. Discussion had taken place about the 20/20 speed limit campaign. Potentially £30k S106 monies would be spent on an initial consultation about this.

86 ITEMS NOT ON THE AGENDA

There were none

87 PUBLIC QUESTIONS

David Kent from the Football Club asked how the issue of “what the Club(s) expect/desires from the Parish Council” would be addressed as per letter sent out to Clubs. This should be taken up with Cllr. Hutton as part of the sub-committee addressing the maintenance issues.

Graham Kelly stated that the playground is Parish Property as are the Allotments.

Cllr. Elleker stated that it had been agreed that Jack Quest would clear the gutters on Hall or else we would have to pay for the hire of the meeting room. Cllr. Baldwin offered to sort this out.

Cllr. Baldwin

88 DATE OF NEXT MEETING

The next full meeting of the Council will take place on Tuesday 13 November 7.00pm in the Committee Room of The Memorial Hall.

The Meeting closed at 9.10