

LAVANT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13 DECEMBER 2011
AT THE LAVANT MEMORIAL HALL, POOK LANE, LAVANT
www.lavantpc.org.uk

PRESENT: Cllrs. Eric Baldwin, Alan Dickinson, Kirk Elleker,
Ian Hutton, John Slipper, Angela Edwards, Peter Sabatini

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

89. WELCOME BY THE CHAIRMAN AND APOLOGIES

Actions

The Chairman opened the monthly meeting of the Council by welcoming those present and extended a warm welcome to new Councillor Peter Sabatini.

Apologies had been received from Cllr. Hughes.

90. DECLARATIONS OF INTEREST

Cllrs. John Slipper and Ian Hutton declared their interest in Agenda item 4 as allotment holders. Cllr. Elleker declared his interest in Agenda item 11 as an employee of the Goodwood Estate. Cllr. Sabatini declared his interest in Agenda item number 4 as he lives opposite Meadow Close and is affected by the parking issues there.

91. TO APPROVE THE MINUTES OF THE MEETING HELD ON 8th NOVEMBER 2011

Cllr. Slipper proposed, and Cllr. Dickinson seconded, that the minutes be approved as a true and accurate record with one amendment noted later.. Cllr. Slipper should not have been listed in 84 e. as the representative at the South Chichester Local Committee. This was agreed unanimously.

92. MATTERS ARISING.

92..1 Local Environment/Village Enhancement

Cllr. Hutton reported on this item. A meeting had taken place the night before to consider the maintenance of the recreational spaces, with the following people present: Chairs of the Football Club and Cricket Club; Mr. Tony Bleach representing the Village Hall; Mr. Paul Burgess for the Play Area; and Cllrs. Slipper and Hutton.

The purpose of the meeting has been to discuss how to maintain standards set in the past. With strict controls it was intended to maintain, or improve, the current standard of work done, at a cost the village could afford.

It had been agreed that LPC would issue notification of tenders documents in its next newsletter (to go out early January), to give everyone possible the chance of showing interest in the maintenance work, using either their own equipment or equipment belonging to LPC. The Clerk would be supplied with the tender documents and interested parties would be invited to request these and to quote against them. Once quotes had been received, another meeting would be held by the above sub-committee, who would analyse the quotes and then put a proposal to the Parish Council.

Cllr. Hutton would supply the Clerk with the tender documents and wording to go in the newsletter.

Cllr. Hutton

It was confirmed that Cllr. Hutton would also be dealing with the S106 issues. Cllr. Hutton stated that a list would be comprised of all desired projects seeking

Cllr. Hutton

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S106 funding, (representation had been received from the Memorial Hall re Solar Panels), then Chichester District Council would be contacted to ensure that the projects were appropriate. Cllr. Hutton proposed that a list of the projects could be put to the Village in order to see what the Village wanted. If this went out in the January newsletter, then feedback could be received back soon (ideally within ten days).

92.2 Solar Panels on Memorial Hall. Memorial Hall Car Park and Drains.

Cllr. Dickinson noted that LPC would look at the solar panel proposal in light of other projects which might need funding.

Cllr. Baldwin stated that he would hopefully have quotes prior to Christmas and he would bring the quotes to the January 10th meeting for discussion.

Cllr. Baldwin

Cllr. Dickinson raised the issue of how the Memorial Hall are going to help pay for the Solar panels or any work needing doing.

Discussion ensued about the overspend on works on the Memorial Hall Car park. It was confirmed that LPC had requested that this be funded by S106 monies. This was unlikely, but the Memorial Hall Committee had agreed that they would fund this, if necessary.

Cllr. Slipper confirmed that a meeting had taken place with West Sussex County Council re. the drains at the Memorial Hall. Discussion ensued. WSCCllr confirmed that there had been a change in WSCC personnel responsible for these issues, since this meetings. WSCCllr Hall confirmed that this is a Highways problem as they should not discharge water onto land belonging to LPC. Cllr. Slipper stated that the situation could not be left as is. It was agreed that WSCCllr Hall would forward to Cllr. Slipper a copy of the Water Management Act and would assist Cllr. Slipper in making progress with this issue.

Cllr. Slipper

Cllr. Baldwin discussed the possible celebrations for the Diamond Jubilee.

He stated that the Church Committee and the Memorial Hall Committee would like to hold an event to celebrate the Diamond Jubilee. They feel it should be held under the auspices of the Parish Council, and for the Parish Council to be on the organising body, on behalf of the Village. This event would not actually be run by the Council but the Council would be able to participate and help organise.

The Hall and the grounds had been booked on Monday 4 June and a request had been made for a working party to be set up, comprising two people each from the Hall, the Church, the Parish Council. Cllr. Baldwin would be one representative from LPC and after discussion, Cllr. Sabatini volunteered to be the other.

Cllr. Baldwin

Cllr. Sabatini

92.3 Play Area Safety Inspection Report

Cllr. Hutton had received nothing further from ROSPA, nor nothing from the company PlaySafety Ltd who had done the report. Cllr. Hutton stated that he would write to them asking for LPC's money back. The report had contained errors and therefore was of no value to LPC. A sum of £74 had been paid by LPC in error.

Cllr. Hutton.

Cllr. Hutton would write to ROSPA asking if they could recommend another company to do an inspection.

92.4 South Downs National Park Workshops

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Cllr. Slipper stated that there had only been 3 meetings. He had attended the 2nd meeting but had been unable to attend the final meeting. The Clerk had previously circulated notices about this meeting.

Cllr. Slipper
Cllr. Dickinson

Cllr. Slipper would pursue this matter and would attend any forthcoming meetings. Cllr. Dickinson stated that he would attend any forthcoming meetings as well.

Cllr. Slipper stated that as Lavant is the gateway to the National Park from the South, more of a partnership with other villages further into the Park itself eg. Singleton and West Dean could be forged. This could help make more of Lavant being in the being in the Park.

Cllr. Slipper

Cllr. Slipper would write a piece about this for the newsletter.

92.5 Bus Shelter Advertising

Cllr. Dickinson is pursuing the idea of a "pit stop" in conjunction with Giles from the Earl of March and the Guest House opposite.

Cllr. Dickinson

92.6 Bank Account

The Clerk confirmed that she had issued a serious complaint to the Bank re. the signatories still not being implemented. This had now been sorted out and the bank had credited LPC with £100 in compensation for the distress and inconvenience caused.

92.7 Newsletter Distribution

Cllr. Baldwin stated that he had made progress in revising the website, and would continue doing so, but slowly.

Cllr. Baldwin

Cllr. Baldwin stated that Mrs Margaret Rhodes had confirmed that the Parochial Church Council had agreed that LPC could have a small amount of space in the Parish Magazine each month, without charge, to highlight matters being discussed at Parish Council meetings. On behalf of LPC, Cllr. Baldwin thanked her very much for helping organise this. Cllr. Baldwin would use this space to highlight the website and the newsletter and other issues and would update the wording in the space available, monthly.

Cllr. Baldwin

The advert in the magazine would highlight that if anybody could not access the newsletter from the website then Cllr. Baldwin would ensure that they were given a copy.

Cllr. Baldwin requested that the newsletter be distributed via the website and he would put a copy on the Parish notice boards (inside and outside of Memorial Hall). He requested that the newsletter be supplied to him on PDF format on letter headed paper with details of the website address clearly on it.

Clerk

He would also ensure that copies of Minutes and the Agenda would also be put on the boards.

Cllr. Baldwin confirmed that hard copies of the newsletter would not be distributed around the village as before, but he would ensure that anybody who could not access the newsletter from the website, would be given a hard copy. Some hard copies would be deposited various sites around the village including the garage, Churches, Village Hall, pubs etc.

Cllr. Baldwin would write to all the village organisations notifying them of new procedure re. newsletter.

Cllr. Baldwin

Discussion ensued. Cllr. Hutton was concerned that this method of distribution would affect the tender process for the maintenance of the recreational spaces

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and was also concerned that Parishioners had not been consulted about this.

It was agreed that the trial of distribution of newsletter via the website would go ahead as per the agreement made at the November Parish Council Meeting and that Cllr. Hutton's requirements would be met.

92.8 Village Clear-Up

Cllr. Slipper confirmed that he would take ownership of this issue and that the Clerk had forwarded him various documents she had obtained from Mr. J. Tipper, Fishbourne Parish Council. WSCCllr. Mike Hall confirmed that Boxgrove had advertised, and had paid a pensioner to help with their village clearing-up.

Cllr. Slipper

This item would be put on the February agenda in order to deal with it before Spring.

Clerk

Cllr. Slipper would write an item about this for the next newsletter.

Cllr Slipper

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

Cllr. Elleker had spoken to the Headmaster and subsequently it was suggested that the School could obtain a projector for around £1,900. Cllr. Elleker had stated that LPC could not help financially. WSCCllr. Mike Hall said that the school should approach the County Council Educational Department. Cllr. Elleker would continue to deal with this.

Cllr. Elleker

92.10 Security Fencing re. North Field

Cllr. Hutton confirmed that the Football Club had ordered a substantial barrier and this matter was in hand. The invoice would be sent to LPC and the Football Club would then donate to LPC the amount less VAT.

92.11 Meadow Close Parking

An on-site meeting had taken place between residents of the Lavant Road and the County Council Highways department. Cllr. Sabatini and Cllr. Dickinson had attended along with WSCCllr. Mike Hall. Thanks were offered to WSCCllr. Hall for organising this meeting.

Discussion ensued, but it was confirmed that in order to give everybody an opportunity to look at all the possibilities for solution of the parking problems, bollards will not be put up on the grass verges yet.

Cllr. Sabatini, along with Mr. Derek Kingaby, had written a document about the meeting, which they had sent to the Highways Department representatives to ensure they agreed with the action points. This document will then go into the next newsletter.

Cllr. Sabatini

WSCCllr. Mike Hall confirmed that he had since been to see residents from Meadow Close.

93 Co-option of a new Councillor to replace David Hugget.

Cllr. Sabatini had been co-opted and the appropriate forms had been signed and sent to Chichester District Council, where necessary.

94 Reports from WSCCllr. Michael Hall and WSCCllr/CDCllr Andrew Smith

WSCCllr Michael Hall confirmed that the next meeting of the CLC will take place on 21st February at 7pm, at Selsea Manor, Selsea Town Hall.

WSCCllr. Hall was asked if any progress had taken place re. the possibility of the Hunters Rest development. He confirmed that the next planning

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committee meeting would take place in January and if LPC wanted to make representation they would need to register 2 days before. It was agreed that Cllr. Sabatini would formally ask Mr. Derek Kingaby if he would attend the Committee meeting on behalf of LPC.

Cllr. Sabatini

WSCCllr Hall confirmed that he had objected to the development application due to the effect on the ecology/micro diversity of the site.

WSCCllr/CDCllr Andrew Smith was not present at the meeting.

95 Police Comments

There were no police present at the meeting nor had any report been received.

96 Clerk's report on any correspondence received and action taken.

Clerk has contacted Parish Clerk for Boxgrove, Mr Rob Martin, to make enquiries about their Village Hall being funded by Lottery Funds. Awaiting response.

Clerk wrote to Mr. Christopher Salmon, Event Operations Director, (On request of Chairman) giving him information about the Play Area, enclosing reports submitted to LPC, and requesting whether they might be interested in assisting in funding. Awaiting reply. Cllr. Elleker would remind Mr. Salmon of this letter if the opportunity arose.

Cllr. Elleker

Clerk emailed Richard Speller at West Sussex County Council with our bad weather management plan, Clerk will be co-ordinator – let me know if any salt bags running out, not being used etc. (see email 24.11.11).

The Clerk had received a telephone call from a woman named Penny Lack, living in a Hyde Martlett home in Lavant. She has disabilities and living on Benefits and was told by Hyde Martlett to contact Parish Council in order to get assistance with her garden – needs pruning doing and grass cutting etc. The Clerk suggested this falls outside the remit of the parish council and suggests that she should call her and tell her so and then phone Hyde Martlett and ask them not to suggest such things to their tenants. This was agreed.

Clerk

January LPC meeting: Samantha Angus, Customer Care Manager, SEE contracting, (Working in partnership with WSCC to repair/replace existing street lighting, coming to Lavant in New Year. Will be doing a 15 minute presentation to January meeting.

Clerk – Agenda

Received information about Rural Community Broadband Fund Information Events. Cllr. Baldwin will be attending event on 14 December 2011 at Billingshurt Village Hall.

Cllr. Baldwin

Received information about WSCC Social Enterprise Fund and WSCC Members Big Society Fund – cascaded to LPC Councillors, Church, Memorial Hall and Sports Clubs. Submissions needed by 4 January or 24 February.

Received the CDC Register of Electors 2011/12 - Reference Date 15 October 2011

South Downs National Park Stakeholder Letter received on 8 November and sent out to all LPC Councillors.

Clerk had received a request for a reference for Mark Goulding from Singleton Parish Clerk. Cllr Hutton stated that Clerk should state that he had worked for LPC on village green/play area and Football Pitch and his work was of the highest standard.

Clerk

97 Financial Matters and accounts for payment.

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Cheques written: Nat West Bank a/c 96175757 between 7.11 – 29.11

2185	Tracy Rowe	Mileage/Postage/ Babysitter for S106 meeting	71.66
2186	Summersdale Garage	Fuel	29.50
2187	Robin Burford	Lower/top field/bins etc	123.70
2188	ProCopy (for Shop)	Printing	100.00
2189	SALC/NALC	New Councillor Pack	18.00
2190	Summersdale Garage	Fuel	5.02
2190	Lavant Recreational Fund	Re Ian Morrisson work	35.00

The Clerk has submitted on-line the Annual Return to the Charity Commission for the Allotment Gardens for year-end 30 September 2011.

The Clerk has submitted on-line the Annual Return to the Charity Commission for the Lavant Recreational Trust for year ending 5 April 2011.

The Clerk had received an application from 4sight for a donation. LPC had previously given a donation of £50 in January 2011. It was agreed that a further donation of £50 would be given in January 2012. Clerk

The Clerk had received an application from Rother Valley Together in Partnership with Age UK for a financial document. This would be declined. Clerk

The Clerk had received notification from Paul Burgess, Play Area Committee that Tim at Superior Landscape was now well and wanted to complete the re-turfing work before Christmas and could he be given approval to proceed. This was declined until further notice because the heavy equipment used could destroy the ground, school holidays were approaching and that turf would not grow well now. LPC would contact them when it was thought appropriate to continue. The Clerk would notify Mr. Burgess of this decision. Clerk

Financial Forecast to 31.03.12 and Budget 2012/13

Precept request for 2012/13

The Clerk, with input from Cllr. Dickinson, had prepared the financial forecast to 31.3.12 and the Budget for 2012/13. These, along with explanatory notes, had been previously circulated to all Councillors for their perusal and discussion.

Cllr. Slipper stated that the amount of work done on the finances by the Clerk was commendable and the figures had been self-explanatory.

The Chairman explained to the meeting that although a deficit was forecast to 31.3.12, it was expected that the overspend on the Hall Car park work would be recovered and that other provisions would not be spent, thus reducing the forecast deficit. This, together with the forecast deficit in the budget for 2012/13 would be covered by reserves.

Cllr. Dickinson proposed and Cllr. Hutton seconded, that the precept for 2012/13 should remain the same as for 2011/12. The Clerk was instructed to formally request a precept of £19,000.00 Clerk

98 Planning.

For discussion: LV/11/05124/DOMNP Response needed by 28 December (notify Clerk by 22 Dec) Mrs L Jeppesen Stari-Dom, Pook Lane, Lavant.

Alterations to existing dwelling with 2 storey extension over existing room to side and extending to rear.

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Cllr Dickinson suggested that LPC support this application however Cllr. Elleker and Cllr. Slipper suggested that the opinions of the neighbours were sought. If they had no objections then LPC would support the application. Cllr Dickinson would talk to them and then notify the Clerk of the response to make.

Cllr. Dickinson
Clerk

New Applications pending decision – response given by LPC

LV/11/04629/DOMNP Mr D Watson. The Rubbing House, Town Lane Goodwood, Chichester.

Installation of 10 solar photovoltaic panels ground mounted on A frames in garden to west side of house.

No objection as long as panels cannot be seen from lower part of valley, possibly by binocular or telescope.

DECISIONS TAKEN

LV/11/03246/DOMNP Dr Francis and Mrs S Braconi Chalkpit Cottage 12 Pook Lane Lavant PO18 OAR

Single Storey addition to link main dwelling to outbuilding. Alterations and roof lights to outbuilding. Replace existing single storey lean-to with two storey addition to north-west elevation. PERMIT

LV/11/03361/LBCNP

Dr Francis and Mrs S Braconi, Chalkpit Cottage 12 Pook Lane Lavant PO18 OAR

Single Storey addition to link main dwelling to outbuilding. Alterations and roof lights to outbuilding. Replace existing single storey lean-to with two storey addition to north-west elevation. PERMIT

LV/11/04138/EXTNP Mrs Caroline Miller, Harpers Cottage, Lower Road, East Lavant PO18 0AQ

Extension to planning permission LV/08/03543/DOM. New roof with increased ridgeline and 4. No. dormers. New single storey rear extension. Internal and external alternations. PERMIT

LV/11/04231/DOMNP Mr and Mrs Lock, Oakwood, Pook Lane, Lavant, Extension and alterations to existing house. PERMIT

LV/11/04523/TCANP Mr Richard Skinner Juno Cottage, Lavant

Notification of intention to fell 1 no. Fir (blue) tree. NOT TO PREPARE A TREE PRESERVATION ORDER

LV/11/04524/TCANP Mr Richard Skinner, Fern Cottage, Lavant

NOT TO PREPARE A TREE PRESERVATION ORDER

99 To Receive Reports on:

99.1 Memorial Hall Management.

This had been covered by Cllr. Baldwin under 92.2 above

99.2 Goodwood Circuit Consultative Committee.

Cllr. D Hughes had sent in a report to the meeting by email. He attended the meeting at Goodwood on 18 November as the LPC Councillor on the Goodwood Motor Circuit Consultative Committee. The only issue affecting

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Lavant that was discussed was the traffic congestion during this year's Revival Meeting. The mistakes made in traffic planning and signage have been admitted by the management and they have given assurance that the signage will be supervised next year and that there will not be a repetition of the problems. What happened this year was that the contractors failed to erect the signs agreed in their contract.

99.3 Goodwood Airfield Consultative Committee.

Cllr. J Slipper stated that there was nothing to report.

99.4 Lavant Valley Partnership.

Cllr. K Elleker stated that there was nothing to report.

99.5 South Chichester Local Committee

There was nothing to report.

100 Chichester South Community Action Pilot

There was nothing to report.

101 Items on the Agenda which in the opinion of the Chairman should be considered as a matter of urgency.

None.

102 Public Questions

Mrs Margaret Rhodes stated that she would have a word with Cllr. E Baldwin about wording to go into the space in the January Parish News. Cllr. Baldwin would deal with this.

Cllr. Baldwin

Cllr. Hutton asked Mrs Margaret Rhodes what progress is being made with the community shop. Mrs Margaret Rhodes said that there would be a public meeting held in Lavant Memorial Hall on 25 February at 11.00am and all Lavant residents would be invited to attend. The purposes are to present the key issues around setting up a community shop and to elect a committee who will take the ideas forward with a view to establishing a community shop in the village. The Steering Group are addressing the following issues: a vision for what the community shop might be; options for where the shop might be located; funding possibilities; formation of committee.

Cllr. Slipper stated that he and Cllr. Hughes had been trained in the use of the SID (Speed Indication Device). LPC can use it, but only in certain sites to include Meadow Close, Pook Lane and perhaps near the School gate.

Cllr. Sabatini

Cllr. Sabatini and Cllr. Baldwin wish to receive training.

Cllr. Baldwin

Cllr. Elleker raised the issue of the number of accidents at the mini-roundabout by Pook Lane and the main road. Drivers going along Pook Lane towards the mini-roundabout can get hit by drivers driving too fast down the main road.

A 20 mile per hour limit here would be welcome and discussion ensued about the need to possibly bring this up with Highways. It might help if the hedge near the football field barrier was cut back.

Cllr. Sabatini asked about security at the bottom end of the field, nearer the Hall. Cllr. Hutton said that this was being looked into after the barrier at the top of the field had been sorted out. This bottom end of field ties in with the idea of a Hall car park extension. Discussion ensued about the risk of the travellers accessing the field again and whether LPC could be more proactive in preventing this happening again. Cllr. Hutton will also talk to Ian Lock re this

Cllr. Hutton.

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issue.

Cllr. Hutton raised the possibility of using S106 money to protect the bottom end of the field.

Date of next meeting.

The next meeting will be at The Memorial Hall on Tuesday January 10th at 7pm.

The meeting closed at 8.30pm.