

# NORTHCHAPEL PARISH COUNCIL

## DRAFT Minutes of a Parish Council Meeting held at Northchapel Village Hall on Monday 6<sup>th</sup> March 2017 at 8pm

**Present:** Councillors Mr Simon Arnold, Mrs Lynda Bell (Chairman), Mrs Jan Glover, Mrs Sharon Holden, Mrs Gaye Jordan, Mr Willie Poste, Mrs Daphne Trussler and Mr Stephen Wordsworth

**In attendance:** Mrs Helen Cruikshank, Parish Clerk  
Mr Nick Thomas, District Councillor  
Mrs Janet Duncton, County Councillor  
There were two members of the public in attendance.

*The Northchapel Post Office & Stores discussion was delayed until after item 19/17.*

**15/17. Apologies for absence:** Parish Councillor Paul Markides  
Belated apologies from the owner of the Northchapel Post Office & Stores due to illness.

**16/17. Declarations of Interest:** There were no declarations of interest.

**17/17. Minutes:** The Minutes of the previous Parish Council Meeting held on Monday 9<sup>th</sup> January 2017 were approved as a correct record and signed.

### **18/17. Reports from the District and County Councillors**

District Councillor Nick Thomas said both District and County are in the process of setting budgets and getting ready for the new financial year. He reported that the government has pulled the money from the A27 Chichester bypass improvement scheme due to no overall consensus being reached and are now concentrating on the A27 at Arundel/Worthing/Shoreham. Any queries of a District nature, please do not hesitate to contact Nick Thomas [nthomas@chichester.gov.uk](mailto:nthomas@chichester.gov.uk) or 01730 810837.

County Councillor Janet Duncton reported that the A285 (Petworth-Chichester) road has been identified as the most dangerous road in the UK and will have been funded £1million to spend on improvements to make it safer. She said that the Operation Watershed funding would continue with £500,000 in the pot for the financial year 2017/18 and encouraged the Parish Council to apply for funding to help with local flooding issues. There is also money available from County for pavements and she asked that a list of any pavements in the parish which needed attention be emailed across.

West Sussex is lucky enough that no libraries have had to close, just change and diversify. Thankfully there are far fewer fires these days due to better education carried out by the Sussex Fire & Rescue teams. Firebreak also continues to be a success. It is an innovative youth programme run by West Sussex firefighters in partnership with County Council colleagues from Targeted Youth Support. It is aimed, primarily, at young people between 12 and 14 and actively encourages students to become positive role models among their peers and within their communities. Our hospitals are doing well and bed blocking is not a huge problem in the area due to good working relationships between Trusts and hospitals. Aside from that, work goes on as usual. Any issues of a County nature then please do not hesitate to contact Janet Duncton on [janet.duncton@westsussex.gov.uk](mailto:janet.duncton@westsussex.gov.uk) or 01798 342528.

### **19/17. Working Party Reports**

- **Allotments, Village Green and Play Area:** Councillor Poste raised concern regarding the inconsiderate school parking on Pipers Lane which is acerbating an already damaged verge on the Village Green. Lorry Contractors have owned up to the previous damage opposite the school and have kindly offered to see to the repairs. Clerk to email the school to ask that cars dropping off at school park more considerately to avoid further damage to the Green. Councillor Poste reported there are four vacant plots at the allotments for the forthcoming season. He will organise for Adam Russell to mow the paths and keep on top of the vacant plots once he leaves the Parish Council. Councillor Poste reported all was okay at the Play Area and the two memorial benches would be put up in the next few weeks. Councillor Bell said she had heard no further complaints about dog fouling since the dog litter bin had been re-sited at the top of the village green. Councillor Poste recommended Councillor Jordan take on the responsibility of the Village Green and Councillor Trussler the playground once he leaves. All agreed to this and thanks were given to both Councillors.
- **Footpaths, Hedges and Rights of Ways:** Councillor Trussler said there was nothing to report.
- **Planning:** Councillor Wordsworth said there was one outstanding application which would be discussed over the next couple of weeks when Councillor Markides organises a meeting.
- **Village Hall:** Councillor Holden said the Village Hall was very busy with bookings with lots more from out of the village making use of the facility which is good news.

- **Housing:** There was nothing to report.
- **Winter Plan:** Councillor Poste said the parish was very fortunate to have the Moss family to help with this when the weather deteriorates. Fortunately there has been no need this past year. Councillor Glover raised concern with regard to slippery conditions in the village hall car park earlier on in the year when the weather was cold and icy. It was suggested some grit be purchased by the Village Hall and kept in the shed to use when conditions in the car park are dangerous. Clerk to contact the Village Hall Committee so they may discuss this at their next meeting.
- **Website:** Councillor Arnold said there was nothing to report.
- **Northchapel Youth:** Councillor Bell said she had yet to receive the exit report from last term's Purple Bus visit.

#### **NORTHCHAPEL POST OFFICE & STORES**

*Councillor Bell said it was hoped that the owner of the Village Shop would be here tonight to speak of his concern over the long-term viability of the shop with the flat above the shop shortly due to go on the market and wanting the Parish Council's support.*

*The current manager of the shop who lives in the flat above said that businesses such as village shops rely on on-site accommodation for safety and practicality purposes. He added that there will be a problem in finding accommodation if this flat is sold as nothing else is available locally and rents are high. It was agreed the shop is vital in keeping the village alive and it would be a tragedy if anything happened to it. Any manager preferably needs to live on the premises for the long opening hours and for security. Councillor Wordsworth said that if on-site accommodation was not provided then the shop's insurance would increase and further security such as shutters would be required. Councillor Glover asked whether the Parish Council could help financially to ensure the shop is retained. Drapers Cottage next door was suggested as a possibility for shop accommodation once renovated if the flat above was sold. It was recommended that an article be put in the newsletter and on the notice boards if accommodation became an issue.*

#### **20/17. Bus Shelter**

Clerk confirmed that the Parish Council owns the land on which the bus shelter outside Central House sits. The original gift of deed had been found in the archives at Anderson Rowntree Solicitors in Petworth. The Clerk had written to the owners of Central House affirming that the Parish Council does not want to see the shelter demolished as it is part of parish history however it appreciates that the area could be made to look less unsightly. Surrey Hills Solicitors are currently registering the land formally with Land Registry but there is currently a 3 month wait.

#### **21/17. Erection of gates in Valentines Lea**

The Clerk had heard back from CDC enforcement that the gates erected did not need any planning permission as there was no cross over onto the land but the owners will be applying for access in due course. Since then pre-application advice has been sought by Northchapel Ltd for a new agricultural track from the bottom of Valentines Lea to a track North of Diddlesfold Farm. A decision is due to be made shortly although it is thought that SDNP/CDC will not support this.

#### **22/17. Annual Parish Meeting 2017**

Clerk confirmed that there will be a housing presentation by CDC's Rural Housing Officer, Holly Nichols alongside the normal reports at the Annual Parish Meeting which will be held on Monday 24<sup>th</sup> April at 7.30pm at the Village Hall. All parishioners are welcome and encouraged to attend. Posters will go up on notice boards and in the parish news to advertise.

#### **23/17. Financial Matters**

- The Council's current financial position @ £39,151 was noted.
- The Bank reconciliation as at 27<sup>th</sup> February 2017 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including Streetmaster (two memorial benches) @ £1,234, WSCC (Clerk's February Salary) @ £483, Southern Water (Allotment Water) @ £24 and Mrs Helen Cruikshank (Clerk's Q4 Exps) @ £75.
- Clerk had completed the VAT return and £2,038 had been received.
- The Clerk had received a letter from the Kent, Surrey Sussex Air Ambulance requesting whether the Parish Council would consider a donation of £250 to help support the service. This was agreed and payment was approved.

#### **24/17. Clerks Report**

Clerk reported on future meetings:

- North Chichester CLC meeting - Thursday 16<sup>th</sup> March at 7pm - The Grange Centre, Midhurst (Willow Room). Councillors Poste and Holden to attend,
- North-East and North-West Community Forum - Tuesday 28<sup>th</sup> March at 7pm (6.30pm refreshments) at The Old Library, Knockhundred Row in Midhurst. Councillor Bell to attend.
- All Parishes Meeting - Wednesday 5<sup>th</sup> April at East Pallant House (7-9pm, buffet from 6.30pm) - Councillors Jordan and Trussler to attend

**25/17.Items to be included on the next agenda**

Councillor Bell informed the meeting that Councillor Poste would be stepping down from the Parish Council after 48 years at the end of April. Co-option will therefore be included on the next agenda

Please inform the Clerk of any other items to go on the agenda by Monday 1<sup>st</sup> May 2017

**26/17.Date of next meeting (AGM) - Monday 8<sup>th</sup> May 2017 at 8pm**

The Chairman closed the meeting at 8.50pm

Signed .....

Date .....