

# NORTHCHAPEL PARISH COUNCIL

## APPROVED Minutes of a Meeting held at Northchapel Village Hall, On Monday 1<sup>st</sup> July 2013

**Present:** Councillors Mr Willie Poste (Chairman), Mrs Jane Walter, Mrs Lynda Bell, Mrs Sharon Holden, Mr Stephen Wordsworth, Mr Simon Arnold and Mrs Gaye Jordan

**In attendance:** Mrs Helen Cruikshank, Parish Clerk

### **Comments and Questions from the members of the public: There was one member of the Public.**

A resident of Fisher Street who had taken over the responsibility of the BT Kiosk as part of the Fisher Street Community group confirmed he had canvassed the residents of Fisher Street and 10 out of the 18 properties were keen to keep the kiosk mainly for heritage reasons. Several options for the kiosk included defibrillator, spare vegetables and eggs or monitoring traffic. He had installed a solar light and cleaned and tidied the interior. Unfortunately the Parish Council had had several complaints about the state of the kiosk. The landowner where the kiosk is located is not helping with keeping the surrounding land tidy. The resident said he needed more help and welcomed suggestions and financial support. In order to keep the exterior looking good, a pot of the regulation paint costs £65 and a new set of panes £198. Councillor Walter suggested using the kiosk as an information centre for the residents of Fisher Street to be kept in the loop with what was going on in the rest of the village. It was suggested that the Community group apply for funding from the North Chichester CLC. Clerk to send details. The resident also spoke of his concern with regard to not only the speed of the traffic but the dangerous overtaking occurring on the A283 stretch by Fisher Street. He asked whether white lines could be painted to prevent future serious accidents from happening. Clerk to ask County Councillor where they are with regard to the Road Safety programme at Fisher Street and also the Councillors attending the Police neighbourhood panel meeting would highlight this as an issue to PCSO Ian Luxford.

1. **Apologies for absence:** Parish Councillor Paul Markides  
Delayed arrival of County Councillor Janet Duncton and District Councillor Philippa Hardwick as they are coming directly from the Loxwood PC meeting.
2. **Declarations of Interest:** There were no declarations of interest.
3. **Minutes:** The Minutes of the previous Parish Council Meeting held on Wednesday 8<sup>th</sup> May 2013 were approved as a correct record and signed.
4. **PCSO Ian Luxford:** There was no Police report
5. **Working Party Reports**
  - **Allotments, Village Green and Play Area:** Councillor Poste reported he needed to speak with one allotment holder regarding a recently erected greenhouse which was upsetting other allotment holders. Unfortunately the Grass Cutting contractors had ceased trading and were no longer able to carry on with the grass cutting in the parish so there was an urgency to get new contractors to take over. Councillor Poste is due to meet CCP Groundcare of Haslemere to discuss taking over the contract and negotiate pricing later on this week. The Parish Council agreed that this was essential and needed to be dealt with immediately. The circus which came to the Village Green last week-end was a success, contributing £200 to the Parish. The company tied in activities with the school and were very helpful and no trouble at all. They had a good attendance and may well come back another year with different and more interesting acts.
  - **Footpaths, Hedges and ROW's:** Councillor Walter reported that the kerb stones on the island outside of the school were loose. Clerk to report to WSCC. She asked that Pound Piece not be cut until August once the orchids had gone. Councillor Poste said this always was left.
  - **Planning:** The Hillgrove Stud Farm appeal has been withdrawn. Councillor Poste stated he had spoken with the owner before the meeting who had said there would shortly be a planning application coming through for another barn on the site. The applicant said he was keen to get on with parishioners and would be happy to come along to a meeting and discuss any issues. Clerk to check when the enforcement for the recent withdrawn appeal is to happen. Clerk to send through planning applications to Councillor Arnold for him to put onto the website so parishioners are aware when applications are coming up for discussion by the planning committee.

- **Village Hall:** Councillor Holden said bookings were okay although unfortunately the regular booking for Zumba has recently been lost.
- **Housing:** Councillor Holden reported there were five vacant properties (4 flats and a house) and she hoped that CDC would think very carefully about who they re-house in Northchapel given the recent problems. The Hyde Housing Officer, Laura Dillon had confirmed that an inspector is due to come out and look at the communal wall on the footpath from Luffs Meadow to the shop. She is also looking at the state of the garages in Valentines Lea. Councillor Holden said a schedule of repairs needs to be done. There was a continual problem with some residents in the flats in Luffs Meadow. Laura had previously had several complaints about fires, offensive language and loud music but had not had any complaints recently. Everyone who has a problem needs to report them to the housing officer so they can be logged and action can then be taken.
- **Website:** Councillor Arnold said there was nothing to report. Comments were made on how good the website was looking; now it had been updated.
- **Winter Plan:** Councillor Poste reported that WSCC will no longer fill the salt bins during the winter months but only at the beginning of the season. Councillor Poste had asked Fiona Baker from WSCC to get the gritting wagon to go all the way up to the school. He had enquired about a snow plough as the Moss' had kindly offered to store one along with the spare grit/salt for the parish. Clerk to purchase a grit bin for Cylinder's Lane and then claim back from WSCC. The finalised Winter Plan 13/14 needs to be back with WSCC by 1st August.
- **Northchapel Youth:** Councillor Bell reported that the Purple Bus continues to come to Northchapel on Thursday evenings from 7-9pm for 13-19 year olds. Attendance was good at the beginning but unfortunately it tends to fizzle off with only 5 or 6 children now attending. The Parish Council has been sent a request form which now needs to be filled in if the Purple Bus is required to come back.

#### 6. Reports from representatives from Chichester District Council, West Sussex County Council and South Downs National Park Association if available

County Councillor Janet Duncton said she had now been appointed onto two sub-committees, one being planning and she had been visiting local primary schools and the family centre in Petworth to gain knowledge of her area. She offered her help in dealing with Highway issues and putting the parish's views forward. County Councillor Duncton spoke of the CLC funding available for parishes and encouraged local groups to apply ensuring they could show community use. Previously it had been noted that £15k had been allocated to improving road safety at Fisher Street, County Councillor Duncton to investigate and update the Parish Council on what and when these traffic plans would occur.

District Councillor Philippa Hardwick reported on the budget cuts 2015/16 equating to a 10% cut in real terms to local government. The District Council will continue to monitor and update 5 year financial model so early action may be taken to deal with the projected deficit. The new Chairman of CDC is Mr Martyn Bell and the new vice Chair is the other ward member, Cllr Nick Thomas. There is a new structure to planning/development management with three officer teams: CDC Business and Major applications, CDC applications and National Park teams with 18 consolidated planning committee members. As previously mentioned the appeal has been withdrawn for Hill Grove Stud Farm NC/11/04809/FULNLP removal of condition 10 attached to planning application NC/08/00200/FUL to allow retention of a static caravan, dog kennel and mobile field shelter. The Parish Council asked when enforcement would take place on this. DC Hardwick said she would chase this and advised the Parish Council to do the same. Clerk to investigate. Superfast fibre broadband is to be rolled out in the District over the next 3 years however Northchapel is not currently in the roll out plans. To register your interest [www.superfast-openreach.co.uk/expression-gen.aspx](http://www.superfast-openreach.co.uk/expression-gen.aspx). The next All Parishes meeting is Thursday 17th October at East Pallant House, any agenda items please let Philippa know. Update on the New Homes Bonus grants - £475K for distribution to support community schemes across a wide range of areas/needs. Deadline of 1st October 2013 and the projects must demonstrate appropriate use of public funds. Contact officer - David Hyland 01243 534864. The next NE Parishes Forum is on Thursday 5th September in Plaistow with agenda items including rural transport, emergency planning, rural security and major regional planning issues. Sport in the Community - Rugby: Fernhurst Monday 19th August and Tuesday 20th August. Football: Midhurst Thursday 8th and Friday 9th August, Fernhurst Thursday 22nd and Friday 23rd August.

#### 7. Neighbourhood Plan

Clerk stated she had heard nothing since putting the article and request into the parish magazine regarding interest in the Neighbourhood Plan. It was essential a steering group be formed in order for the neighbourhood plan to get off the ground. County Councillor Duncton suggested contacting Linda Grange from the SDNPA for advice.

**8. Local Community Assets**

A parishioner had requested this be put on the agenda but had not turned up to the meeting to elaborate. Councillor Bell said you can register assets in the community such as village shops and pubs so if they are ever put on the market, the community has the option for the right to bid. Clerk to contact the parishioner to find out exactly what she meant.

**9. Dog Litter Bin**

Councillor Poste confirmed the new dog litter bin was in place.

**10. BT Kiosk**

The Parish Council agreed that an information centre for the old BT kiosk at Fisher Street was a good idea. If the Fisher Street Community Group were unsuccessful with the North Chichester CLC funding application then the Parish Council would look at helping financially.

**11. Welcome Pack**

Councillor Holden enquired what the parish welcome pack consisted of and whether any additional information was required to be added going forward. Councillor Walter said she would speak with Jane Squire and get hold of a copy so the information could also be put on the website to help newcomers.

**12. Tall fir trees by Church car park**

Councillors Holden and Murphy said concern had been raised regarding the height of the fir trees on the side of fence by the Church car park. Unfortunately the deeds were inconclusive to who is responsible for them. Councillor Bell reported that the church warden was looking into this and was in touch with the Dioceses solicitor's and would keep the Parish Council updated with any progress.

**13. Mischief Theatre**

The Mischief Festival is due to take place on the 20<sup>th</sup> - 23<sup>rd</sup> September on the land south of Spring Copse, School House Farm, London Road, Ebernoe. The event organisers are currently in the process of applying for a premises licence. They are keen to engage as much with possible to relieve any worries or concerns residents may have. They are hoping to arrange a public meeting and will inform the parish as soon as they have organised it.

**14. Financial Matters**

- The Council's current financial position @ £30,830 was noted.
- The Bank reconciliation as at 15<sup>th</sup> June 2013 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including Mrs Jane Walter (reimbursement of flower bed mtce to Mr Bufton) @ £55, A Goodyear (grass cutting) @ £620, Straight Line fencing (Valentines Lea to main road fencing) @ £816, WSCC (payroll charges) @ £42.12 and Mrs Helen Cruikshank (General Exps Q1 and mileage) @ £91.85.

**15. Clerks Report**

The Clerks report was duly received and noted.

**16. Items to be included on the next agenda**

Neighbourhood Plan  
Defibrillator in Northchapel  
North East Parishes Forum

**17. Date of next meeting**

MONDAY 2<sup>nd</sup> September at 8PM at the Village Hall.

Signed .....

Date .....