

NORTHCHAPEL PARISH COUNCIL

**APPROVED Minutes of a Meeting held at Northchapel Village Hall,
On Monday 4th March 2013**

Present: Councillors Mr Willie Poste (Chairman), Mrs Jane Walter, Mrs Sharon Holden, Mrs Lynda Bell, Mr Paul Markides, Mr Stephen Wordsworth and Mr Simon Arnold.

In attendance: Mrs Helen Cruikshank, Parish Clerk

Laura Dillon (Hyde Housing Officer) gave an overview of the service Hyde provides for its tenants and the current issues in Northchapel. Hyde currently looks after 60 properties in the village. They look after the estates, deal with repairs, anti-social behaviour and provide tenancy support. There is also a Hyde-Plus service which offers its tenants a free health check, help with reducing debts and career advice. All these services are free of charge. There is a surgery held at the Children's centre in Petworth with transport available for rural villagers. The current issues in Northchapel relate mainly to noise. There is a problem in Valentines Lea with loud music, noise and fires. The families involved with these are being kept an eye on and monitored. Action will be taken if this continues. Continuous dog barking on Pipers Lane has been reported but more information is required to progress this. Laura encouraged concerned residents and parishioners to report issues.

The Chairman thanked Laura for coming along this evening.

Comments and Questions from the members of the public:

There were three members of the public present.

Concern was raised with regard to dog fouling on the Village Green especially towards the top and alongside Pipers Lane, close to the School. Clerk to report the increase to the dog warden for his attention and to investigate the cost of supplying, installing and emptying a dog litter bin. Clerk to put this as an agenda item at the next meeting so the costs can be discussed and a potential location for the bin be agreed.

85. Apologies for absence: Councillor Georgina Murphy

The Clerk stated that unfortunately Councillor Jane Squire has resigned due to increased work and home commitments. Vacancy notices to be placed on notice boards and in the parish magazine.

86. Declarations of Interest: There were no declarations of interest.

87. Minutes: The Minutes of the previous Parish Council Meeting held on Tuesday 15th January 2013 were approved as a correct record and signed.

88. PCSO Ian Luxford/ PCSO Jenn Morley: There was no Police attendance, nor report.

Clerk to ask once again to be put on the Police local distribution list for notification of the Neighbourhood Panel Meetings.

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

County Councillor Duncton reported the 2013/14 budget had been approved and there would be no Council Tax rise from WSCC. They had achieved the £79m of savings necessary over the 3 years. He confirmed that Northchapel Community Swimming Pool Project had been successful with their grant request from the North Chichester CLC committee in gaining a £2500 donation.

Councillor Duncton spoke of the new waste centre at Brookhurst Wood, North of Horsham. WSCC in conjunction with BIFFA had set up a new waste management facility

to reduce the amount of household black bag rubbish being sent to landfill. The site welcomed visitors and there was a liaison officer prepared to come out and talk to parish councils to promote the facility.

He also reported that Highways were under a great amount of pressure repairing the roads what with the recent bad weather and an increase in potholes, flooding and blocked ditches.

The Chairman thanked Chris for all the hard work, support and commitment he had given to Northchapel Parish Council in the past.

District Councillor Phillipa Hardwick reported on Hillgrove Stud Farm and the request for an update and

investigation into the persistent lighting problem for neighbouring houses to the site.

She said

there was much debate over whether the lighting related to the original planning permission for

the barn or the decision appeals. The current change of use application which is in appeal has many

conditions. No enforcement can take place whilst appeals are on-going. The Clerk said that the appeal

decision back in Sept/Oct 2012 mentioned that "external lighting shall be installed on the site except in

accordance with details which have been submitted to and approved in writing by the local planning

authority". The conditions of the appeal decision also states "The sole condition required is to the control

of external lighting to avoid light pollution of the rural area". The Clerk said that CDC Enforcement was

raising a case and investigating the matter as a non compliance with condition – details of external lighting

not approved.

District Councillor Hardwick added the next series of rugby and football courses would be held in

Midhurst during the Easter holidays on Tuesday 2nd and Wednesday 3rd April (rugby) and

Thursday 4th and Friday 5th (football). These are being organised by CDC's Ben Polhill – 01243 534857

90. Working Party Reports

- **Allotments, Village Green and Play Area;** Councillor Poste said there was one allotment plot available. He had updated the allotment list and plan and the Clerk would shortly issue invoices for 2013/14. The two diseased trees on the Village Green had been felled and would be replaced. He added that once the building works at Vine Cottages had been finished then the track potholes would be seen to. The Play Area is all okay and the grass cutting season would start again within the next 2 -3 weeks.
- **Footpaths, Hedges and ROW's:** Councillor Walter reported that the ranger, Nick Scott would once again be visiting the parish to inspect the footpaths and ROW's. A problem in The Creek (road end) was noted. Any further issues please contact the Clerk.
- **Planning:** Councillor Markides said there had only been one planning application (for tree pruning) since the last meeting. There was one very recently to come through which needed addressing. With regard to TV licences being required on mobile homes, he said that if you have a licence for a

permanent home then this will cover both as long as they are being watched at different times.

- **Village Hall:** Councillor Holden said there was nothing much to report but there was a problem regarding a school coach turning around in the entrance which is churning up the verge. It may be in the future a gate or bollards will need to be installed.
- **Website:** Councillor Arnold kindly agreed to take on responsibility of the Parish Council website. Clerk to enquire whether Jane Squire will still be responsible for the "Welcome pack".
- **Housing:** Councillor Holden reported on the recent fires at Valentines Lea and the continuous dog barking problem on Pipers Lane. Laura Dillon (Hyde Housing Officer) is aware and monitoring these. Clerk to also report to Dog Warden for his advice.
- **Winter Plan:** Councillor Poste said he would liaise with the Moss' to collect all the Hippo bags of salt and store them up at the farm. It was agreed a new salt bin would be purchased next autumn. He was due to meet with Fiona Baker from WSCC Highways on Wednesday 13th March at 2pm to tour the parish highlighting the village Highways problems including the potholes and sunken road on Pipers Lane, blocked ditches causing flooding on Hillgrove Lane and the unfinished repair of the manhole over in St Michaels Close/Luffs Meadow junction. Clerk to attend the meeting too.

91. Hillgrove Stud Farm – Update

Discussed under District Councillor's report.

92. Northchapel Youth/Purple Bus

Councillor Bell said that the Purple Bus' attendance in Northchapel last term had gone well and the exit report from the project had shown there are needs in the village for such a scheme. They will come again but not regularly as there are other parishes they need to attend too. The question raised was whether there was anything else which could be considered for Northchapel or whether it was best to keep it as it is presently. The options are as follows:

- Continue with the Purple Bus as and when
- Provide transport to and from Petworth so locals are able to attend the Youth Club there
- Set up a youth provision in Northchapel itself

It was agreed to keep the provision as it is with the Purple Bus team coming to Northchapel as and when it was able.

93. Additional Housing in Northchapel

The Clerk had contacted the CDC Rural Housing Enabler, Sam Irving who said that he was unaware of any discussions regarding the potential development of the site between Grove End Farm and Mole End on Hillgrove Road for affordable housing. The Clerk then asked Linda Grange, the Housing Delivery Manager at CDC whether there was any additional affordable housing schemes proposed for Northchapel at all. She replied that she was unaware of any proposals at the current time but there is still evidence that there is a need in the area and she would not discount the possibility of further affordable housing to meet the local need at some point in the future.

In the meantime, the Clerk had spoken to Marcus Ball, the team leader at WSCC Valuation and Estates who said he had met with Hyde Housing to look at the site (i.e. the land between Mole End and Grove End Farm) to see whether it could be used as an exception site for 5-6 affordable units. He was aware that the residents of Mole End had previously shown interest in the land but as they were not prepared to pay the asking price, the offer was rejected. WSCC has a statutory duty to get the best price they can for any land they may choose to sell and they will explore all opportunities to achieve that in a

sensible way. Clerk to keep a close eye out on any developments with this and to contact Austin Wade at Hyde Housing for further information.

94. Annual Parish Meeting and Parish Council AGM

It was thought a good idea if a representative from the BIFFA/WSCC be invited to the annual parish meeting to discuss the new centre at Brookhurst Wood. Clerk to organise.

95. Financial Matters

- The Council's current financial position @ £23,009 was noted.
- The Bank reconciliation as at 25th February 2013 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted including WSCC (Clerk's Dec 12 and Jan 13 Salary) @ £815.96, SALC (Local Council review subs) @ £16, Mrs Jane Walter (Reimbursement of flower bed mtce) @ £20, CDC (Litter bin emptying) @ £302.02 and Mrs Helen Cruikshank (Clerk's Expenses Q4) @ £84.00. The PWLB loan repayment of £1,372.53 would be debited on 25th March 2013 with a balance outstanding on the loan of £36,291.56. The Clerk added she had received thank you letters for all the donations and grants for 2012/13.

96. Clerks Report

The Clerks report was duly received and noted. Councillor Bell offered to attend the Neighbourhood Planning event in Arundel on Tuesday 19th March, Councillor Markides the NE Parishes Forum on Thursday 14th March and Councillors Poste and Holden the North Chichester CLC meeting. Clerk to email information and reserve places as required.

97. Items to be included on the next agenda

Update on BT kiosk at Fisherstreet
Councillor vacancy/co-option if required
Dog Litter bin

98. Date of the next meeting – ANNUAL PARISH MEETING Monday 15th April 2013 at 8pm

PARISH COUNCIL AGM – Monday 6th May 2013 at 8pm

Signed

Date