

# **NORTHCHAPEL PARISH COUNCIL**

**APPROVED Minutes of a Meeting held at Northchapel Village Hall,  
On Monday 3<sup>rd</sup> September 2012**

**Present:** Councillors Mr Willie Poste (Chairman), Mrs Lynda Bell, Mrs Sharon Holden, Mr Paul Markides and Mrs Jane Squire

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

**Comments and Questions from the members of the public:  
There were four members of the public present.**

A member of the Public spoke of the reconvened inquiry of the Hillgrove Stud Farm appeal which is to be held on 18/19/20 September and his offer to attend this second meeting on behalf of the parish and the parish council. At the last meeting there was he and District Councillor Hardwick in attendance and he felt this time round that it would be most helpful if more people could attend. He explained that the case is fundamentally whether the applicants need for a permanent on site dwelling is justified by the proposed activities and whether such activities are commercially viable and whether it outweighs the adverse visual impact on the South Downs National Park. Clerk to email round encouraging parishioners to attend the inquiry to show support.

Following on from the previous meeting, a member of the public enquired whether the Parish Council had thought about the idea of having a facebook page. The Chairman stated that the Parish Council were against this idea at present although the website is being updated to provide a better service.

A resident of Vine Cottages spoke of the worsening state of the track on the Village Green. Councillor Poste said the Parish Council were awaiting the proposed works at one of the cottages to be done before repair was done to the track but given the length of time which had elapsed he appreciated something needed to be done now. He would talk to the Sports Club and the owners of both Vine Cottages to discuss a way forward with repair.

**34. Apologies for absence:** Councillor Jane Walter and Councillor Stephen Wordsworth

**35. Declarations of Interest:** Councillor Holden declared an interest as a member of the Village Hall Committee

**36. Minutes:** The Minutes of the previous Parish Council Meeting held on Monday 2<sup>nd</sup> July 2012 were approved as a correct record and signed.

**37. PCSO Ian Luxford/ PCSO Jenn Morley:** There was no Police report. Clerk had sent them an email invite requesting a written report if they were unable to attend but had heard nothing.

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

County Councillor Chris Duncton said in July/August very little happens but WSCC have had huge problems keeping the Footpaths and ROW's clear. They are finding it very difficult as there has been so much rainfall county wide. He reported that the traffic calming project at Fisher Street had not yet progressed but he hoped by the next meeting he would have something to report. Given it is due to be in next year's budget, plans need to start being made. Any issues please contact him.

District Councillor Nick Thomas reported that construction finally begins in September for the new building at the Grange Centre. He impressed this is a North of the Downs facility not just a Midhurst one. He spoke of the advice and workshops available through the SDNPA with regard to neighbourhood plans if the parish are interested as a local initiative. District Councillor knows the local problem of Hillgrove Stud Farm and felt the saga could go on and on but urged people not to give up. The Council will stand on principal against people breaking the law and flouting planning regulations. He will try to be at the inquiry at some point over the 18/19/20 September. District Councillor Hardwick would be in attendance. He said he was on-call for anyone with queries.

David Burden from SDNPA said they are anxious to help parishes. The Management Plan is currently being worked on. If there are any issues then please do contact him. Councillor Poste requested that the Clerk send a letter of thanks to Bruce Middleton for the SDNPA's kind donation towards the repairs to the top of the well together with an invitation to the village to see the refurbished well. The well was now looking fantastic and something the village could be proud of.

### **39. Working Party Reports**

- **Allotments, Village Green and Play Area;** Councillor Poste reported that the Allotments were once again full. There was concern over the health of the horse chestnut tree on the Village Green but the tree surgeon had been to look at it and it is alright at the moment but he will keep an eye out on it. The ROSPA annual inspection play area report had been received and all was reported as up to standard with only very low risks on the equipment. Councillor Poste is going to look into the fencing surrounding the play area.
- **Footpaths, Hedges and ROW's:** Clerk to chase WSCC Highways with regard to the overhanging hedges in the parish and find out when these will be looked at.
- **Planning:** Councillor Markides said it had been a very quiet summer on the planning front although there was one outstanding planning application to be discussed after the meeting.
- **Village Hall:** Councillor Holden had nothing to report.
- **Housing:** Councillor Holden reported there was now a new HOME housing officer looking after St Michaels' Close– Sarah Hine who seems very obliging and happy to help. This together with the recently appointed Hyde Martlet Officer in Northchapel, Laura Dillon who is due to visit at the end of September is positive news for the parish.

- **Media and Communication:** The Clerk will feed news and information thought useful to the village through to Angelique Burns for inclusion in the Parish News.
- **Winter Plan:** The plan remains the same as last year. All salt bins are currently full.

#### **40. Parish Council Website**

Councillor Squire kindly offered to take on the responsibility of sorting out the website. She will go and visit those currently responsible and work out the best way forward with this project.

#### **41. Purple Bus**

The Purple Bus will return to Northchapel Village Hall on Tuesday 11<sup>th</sup> September between 7 and 9pm for the Autumn Term. This service is aimed at 13-19 year olds. Please encourage lots of people to attend as it goes where there is a demand. Use it or lose it!

#### **42. Hillgrove Stud Farm Inquiry**

The Inquiry which was previously adjourned is now set for 18/19/20 September at East Pallant House in Chichester. Thanks were given to John Morgan for his attendance at tonight's meeting and for his kind offer of speaking at the inquiry. It was agreed that it would be most helpful if any Councillors or parishioners were able to attend this to show support and strengthen the case.

#### **43. Financial Matters**

- The Council's current financial position @ £27,523 was noted.
- The Bank reconciliation as at 15<sup>th</sup> August 2012 at Appendix 3 was noted.
- The schedule of accounts submitted for payment at Appendix 4 was noted and in addition an approved payment due to P G Randall (New well top) @ £800. £500 of the grant from SDNPA would be put towards this. The Clerk added that the Public Works Loan repayment of £1,373 was due on 24<sup>th</sup> September.
- External Auditor's report 2011/12 – The Clerk reported that there were no problems with the External Audit Report and the notice of conclusion had been put up on the notice board. Littlejohn LLP has been appointed the External Auditor from 2012/13 for five years. This appointment is made under section 3 of the Audit Commission Act 1998 and commences from 1<sup>st</sup> September 2012.

#### **44. Clerks Report**

The Clerks report was duly received and noted. Councillors Poste and Holden are to attend the North Chichester CLC meeting on Tuesday 25<sup>th</sup> September and Councillor Markides will attend the North-East Parishes Forum on Thursday 13<sup>th</sup> September work commitments allowing.

#### **45. Items to be included on the next agenda**

Parish Council Website – update

Co-option of Councillor – There is currently one casual vacancy on Northchapel Parish Council. If there is more than one candidate, the candidates will be required to do a short presentation about themselves and then there will be a voting in council on the casual vacancy. The successful candidate will be the one who has received an absolute majority vote of those present and voting.

**46.Date of the next meeting – Monday 5<sup>th</sup> November 2012 at 8pm**

**Signed .....**

**Date .....**