

**Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 26th September 2022 at 7.30pm**

Present:
Cllr Mrs A Gillett
Cllr Mrs N Goddard
Cllr Mr T Brooks
Cllr D Gerrard
Cllr Mr D Irwin
Cllr Mr M Osbourne
Cllr Mr A Persson
Cllr Mr T Piedade

In attendance:
Cllr Gareth Evans

146. Apologies for Absence: Cllr Mr J Nicholls, work commitments. Mrs L Brooks, medical.

A minute's silence was held in honour of Her Majesty Queen Elizabeth II.

147. Public Participation:

None

148. Disclosures of Interest:

Cllr A Gillett and Cllr T Piedade in relation to the planning application for the Foresters Arms as they are close neighbours.

149. Approval of Meeting Minutes

To resolve that the minutes from the Parish Council Meeting held on 18th July 2022 and the Planning Committee held on 18th August 2022 be signed as a correct record. Approved.

150. Reports from District and County Councillors

Cllr Janet Duncton

Since most of us last met we have all been mourning the passing of our wonderful Queen Elizabeth II. God bless her and God bless her Son King Charles 111. She has been our Queen for as long as most of us can remember and I am sure the King has had a wonderful Queen and mother to learn from.

Meetings that were cancelled are now coming through thick and fast. I will, as ever do my best to get to as many as possible but as ever when there are cancellations you get clashes with other things in the diary. In the meantime I hope these brief notes are useful and my contact details will be at the end of these notes.

We have just trained 6 new retained Fire Fighters and what super people they are. There is always a need so if you ever know of a person who would like to give it a go in this really worthwhile position they are more than welcome to make contact with the Fire Service.

✓ AG

The annual test of Electric blankets is on again in October. 10th October is in Horsham Library, 11th October, Durrington Community 18th October Bognor Fire Station. To book an appointment call the prevention team on 0345 8729719.

The Governments 'warmer homes programme' is available to view now on www.warmerhomes.org.uk/programme. You can check there to see if you are eligible. The phone number is 0800 0385737.

Applications for children going into year 7 need to apply for Secondary education by the 31st October. It is important to get your application for year 7 in by that date.

Ash die back is still a big concern but again you will need to check on line to see if an area is going to be removed on a route you need to take. I'm afraid it's best to check this out on line.

At last it looks very likely that the long awaited Shoreham Air Show inquest will now take place during November/December over a 3 week period.

For those Parish's that I represent on Chichester District Council just a few points. I have no need to repeat but like all else CDC whilst carrying out its business did cancel meetings during the period of mourning.

'Supporting you', is an important issue for residents who are struggling during this current crisis. In partnership with the Observer Series newspapers through their digital channels much of this information can be found.

Any local businesses offering deals or discounts that are of benefit to those who may be struggling you will find there.

There is also an updated leaflet on 'Supporting You' and I have asked to collect some at Tuesdays Council meeting. If they are ready for me I will try and get some out to the Parish Clerks.. This leaflets has many useful contact details for many organisations that can help. We are also working with partners like Citizen Advice Bureau and VAAC (Volunteers Arundel And Chichester) and local business associations we will highlight Pop up Pantries and Food Banks among other organisations.

Clr Gareth Evans

CDC Updates

Communications

CDC will soon be launching a new cost of living campaign, called 'Supporting You'. This aims to highlight the range of support that is available to those who may be struggling with the current cost of living, including help with finances; help with saving money on household bills; help with housing; help with health and wellbeing; and help for businesses. CDC will be delivering this campaign in partnership with the Observer series this September.

Enabling Grants Scheme

CDC launched this year's Enabling Grants Scheme in April and the first application window was open until the end of May. They received a total of 21 applications and have approved 14 to be allocated funding. The total grant amount allocated is £23,123.40.

Four businesses have already completed their projects and were awarded a total of £6,500 from this fund and their own investment in their projects totals £36,074.

CDC will be re-launching the scheme for a second application window at the end of September 2022.

✓ AG

Examples of successful applications include a campsite wishing to purchase solar powered, pre-fabricated composting eco-loos to replace their existing end of life composting toilets; a project to improve water resource management and efficiencies at a farm and wedding venue; and a sustainable furniture business that sources local wood supplies, which was looking to improve efficiency through purchase of digital and more accurate machinery.

Choose Work

The Choose Work team continues to support local residents into the workplace through a holistic approach that helps applicants take their next steps towards work or training.

The pandemic and economic turbulence has had a huge effect on the job market by not only increasing the number of available jobs but also increasing the number of job seekers looking to re-evaluate their lifestyle choices. This has created a different challenge for our applicants as the competition is more diverse. However, CDC remain committed to working with their clients in helping them build confidence, resilience, and life skills.

Recently, CDC were able to help an applicant who was made redundant at the beginning of the pandemic. His issue was not in finding posts to apply for but his struggles with social isolation and the adoption of online interviews. They tailored a support package for this applicant, which included online training courses, mock job interviews via MS Teams and Zoom, and help to stay focussed and positive despite relentless job application rejections.

After twelve tough months, they were finally been offered a job – and it is his dream job. When CDC last spoke to him, he said:

“I felt that I was getting further away from my goal of finding work and my confidence was non-existent. But Choose Work wouldn’t give up on me and taught me that it is how I respond to my circumstances that empowered me to finding my dream job.”

To contact the Choose Work team, email us at choosework@chichester.gov.uk or call us on 01243 534889.

Start Movement

Starters:

Christy Carter – Assistant Sport & Leisure Officer – Culture

Mejia Mhilen Karyll – Customer Services Officer – Communities

Sandra Hunt – Housing Standards Specialist – Revenues, Benefits & Housing

Leavers

Robert Young – Interim Development Management Manager – Development Management

Oliver Brown – Trainee Assistant Accountant – Financial Services

Evie Brydon – Communications Assistant – Growth

Amy Sykes – Events & Promotions Officer – Growth

Helena Giudici – Licensing Assistant (Technical) – Growth

Rebecca Grimwade – Customer Services Officer – Communities

Katrina Perkinson – Social Prescriber – Communities

Karen Bailey – Business Support Office – Housing

Maria Tomlinson – Senior Planning Officer – Development Management

Jennifer Pollitt – Environment Officer – Environment & Health Protection

JAG

Local Updates

Crouchlands Farm Rickmans Lane Plaistow Billingshurst West Sussex RH14 0LE

Residents will be aware that an application has been submitted for the regeneration of Crouchlands Farm. This is not the application for the housing development which will be submitted as a separate application but includes the glamping site, rural food and retail centre and equestrian centre. Residents had until the 29th of August to submit comments. The Housing Development application as also now gone in.

22/01726/FUL | Erection of 32 no. residential dwellings on land at Little Farm, Loxwood

I am receiving a high number of objections to this application and will be following this carefully to ensure I represent the views of local residents.

Loxwood Post Office – I have been informed that this following the resignation of the current postmaster this post office will be temporarily closing on Saturday 17th September from 12.30pm. At the current time of writing there was no update as to when this will reopen. The closest remaining post offices in the ward are in Wisborough Green, Billingshurst and Alfold.

Foxbridge Golf Club Development – There are no further updates on this application as at the time of writing it had not been submitted.

Lagoon 3 – A meeting took place 7th July at 2.00pm however Chichester District Council were unable to update on legal matters at this time and arranged a meeting for 11th August which was subsequently cancelled by Chichester District Council as they had further discussions to hold with their legal advisors. I followed up to ask when the next meeting would take place only to be informed no further meetings would be organised and that we would get informed in writing instead of any updates.

Land West Of Cornwood Townfield Kirdford West Sussex – Residents should be advised that I have submitted a red card for this application as there is a high level of public interest. I have also taken this action because of the time it has taken to determine. It appeared to me that unlimited time was being applied to this application and the planning committee will now be responsible determining this application.

Hyde Housing Complaints - Residents wanting to make a complaint about a Hyde property should, in the first instance, must complain direct to Hyde at this site:

<https://www.hyde-housing.co.uk/complaints/>

If this route does not resolve the issue, then residents can raise this with this with their District Councillor who will attempt to resolve the issue via the other routes available to them.

District Councillor Surgeries:

My next District Councillor Surgery Dates are as follows:

Saturday 3rd September – The Onslow Arms Loxwood, 12pm – 2pm
Saturday 24th September – The Half Moon Pub, Northchapel, 12pm-2pm
Saturday 1st October – Plaistow Stores, Plaistow, 12-2pm
Saturday 15th October – The Foresters, Kirdford 12-2pm
Saturday 5th November – Old Mill Café, Wisborough Green, 12pm-2pm
Saturday 19th November – The Stag Inn, Balls Cross 12pm-2pm
Saturday 3rd November – The Coffee Cup, Ifold 12pm-2pm

✓ AG

I am also available for home visits or one to one meetings at alternative dates/venues upon request.

151. Correspondence.

The Chair had received a letter from Andrew Griffith MP with an update on current projects.

152. Chairperson's Announcements

The Chair started by thanking all concerned with the work put into Operation London Bridge. On the same subject, it was agreed to purchase a further two memorial books and a portrait of the Queen Consort. The Parish Clerk to also investigate what to do with the memorial book for Queen Elizabeth.

The Chair has been working with local residents, to go through the archives and requested another two storage boxes be purchased for old school memorabilia etc. – this was approved.

Play Equipment - We have only had one quote in for the repair to the various play equipment in the Parish, as outlined in the recent ROSPA report, coming to a total of £4,895 plus VAT – this is specialised work and there is only one local company that does it. The Council agreed to go ahead with this work as it is a matter of Health and Safety.

Plaistow Road Post Box – the box is still leaning at an angle, the Post Office have been notified but have not rectified the box. It was agreed that as the Parish does not want to lose this piece of historic road furniture, they are happy to either:

- Subsidise the Post Office to ensure the work is done (Cllr Osbourne to contact the Post Master) or
- The Parish Council will look for a local contractor to do the work.

Bus Stops – The Chair noted that the bus stops have not been treated for a couple of years – Cllr Perrson agreed to carry out the work.

Bonfire Night – It was noted that Bonfire Night will be on Friday the 4th Nov this year. Building of the fire will take place on Sunday 30th October.

Cllr Brooks to talk to Richard Sheppard to make good the ground after the bonfire and lay turf, as this common will need to be in good condition for the King's Coronation in 2023.

Northern Parishes Meeting will be held on the 4th Oct for those who wish to attend.

Mirror on a tree opposite Black Bear Cottage – no one knows who put the road mirror up, but it is fixed to a tree belonging to the National Trust without their permission. Cllr Gerrard to contact Judy at Black Bear to see if they had the mirror fitted, and if they have the permission of the National Trust, otherwise the Parish Council will have it removed.

Dangerous Dog – It was reported that there was an issue with a dangerous dog in Cornwood and the Police were involved, but the dog was not removed. This is the same dog that was reported earlier this year. Cllr Goddard has been in contact with the police, but all she has been told is that investigations are continuing. It was noted that the public can report dangerous dogs via the Chichester District Council website.

Kirdford and Ifold Football Club have a new committee and will be meeting with Cllrs Gillet and Brooks on Wed 28th Sept to discuss the replacement Pavilion to the football field.

✓ AG

The Chair requested the purchase of a wreath for Remembrance Sunday – this was agreed, the Parish Clerk to action.

Emergency Planning Training – Cllr Brooks to contact Phillip for some dates.

Beacon – Cllr Brooks has contacted Tim Ticehurst to do a design and costing – the initial thought is to locate it on Bramley Green as that is owned by the Parish Council.

153. Finance

- a. Bank reconciliation (Appendix A) – this was approved.
- b. Monthly financial report - (Appendix B) – this was approved.
- c. Payments for approval (Appendix C) – these were approved.
- d. Signed External Auditor Report and Certificate. Noted

154. Planning

22/01735/FULEIA | Regeneration of Crouchlands Farm, comprising demolition of selected buildings, extension, refurbishment and remodelling of selected buildings and the erection of new buildings to provide up to a total of 17,169 sq m (including retained / refurbished existing buildings) comprising the existing farm hub (sui generis), a rural enterprise centre (Use Classes E, C1 and F1), a rural food and retail centre (Use Class E and F1), an equestrian centre (Use Class F2 and C1) and a glamping site (Use Class E and sui generis); provision of new hardstanding, pedestrian, cycle and vehicular access, circulation and parking, landscaping including new tree planting, maintenance and improvements to the Public Rights of Way, site infrastructure and ground remodelling. | Crouchlands Farm Rickmans Lane Plaistow Billingshurst West Sussex RH14 0LE- **Expiry Date Mon 29 Aug 2022**

<https://publicaccess.chichester.gov.uk/online-applications/caseDetails.do?action=dispatch&keyVal=REJPNJER10R00&caseType=Application>

It was agreed to Object to this application

Kirdford KD/22/02205/TCA - Case Officer: Henry Whitby Mr Kevin Twelvetrees Foresters Arms Village Road Kirdford Billingshurst Notification of intention to fell 1 no. Ash tree. O.S. Grid Ref. 501693/126892 To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=RH6FC1ER0ZU00&activeTab=summary>

It was agreed to Object to this application as there is no reason given for the removal of a perfectly healthy tree.

KD/22/02261/TCA - Case Officer: Henry Whitby Mr Peter Thompson Downscombe Village Road Kirdford West Sussex Notification of intention to reduce height by up to 3m and widths (all round) by up to 2m on 1 no. Oak tree (quoted as T1). O.S. Grid Ref. 501697/126723 To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=RHQ66MERKYT00&activeTab=summary>

No objection

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22/02155/LBC - Foresters Arms Village Road Kirdford West Sussex RH14 0ND, Rear extension with associated internal reconfiguration and works to external front and rear trade areas including new fence and double gate.

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?keyVal=RGV2REERKAX00&activeTab=summary>

Whilst the Parish Council welcomes the idea of these improvements to the business, the following should be taken into consideration:

The new bifold doors to the existing garage appear to open directly onto the car park area and access road to Herons Lane. This could pose a serious safety issue for children running out into the path of a moving vehicle.

The design for outside lighting of gardens and planters would not conform to the village's Dark Skies status – this should be reconsidered.

The above means that the Parish Council have to object to this application at this stage.

Decisions

The following decisions were noted:

22/01754/EIA - Request for an EIA Scoping Opinion in relation to proposed Rickman's Green village development - Crouchlands Farm Rickmans Lane Plaistow Billingshurst West Sussex RH14 0LE - **EIA Required**

Kirdford KD/22/01056/FUL Ms Mr & Mrs Ms T Stocker & Mr & Mrs Kirkby Bridgefoot Meadows Glasshouse Lane Kirdford West Sussex RH14 0LW Equestrian arena. **PERMIT**

<https://publicaccess.chichester.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=RAL43FERFV900>

Enforcement Notices: None received.

155. Planning Enforcement / TPOs

None.

156. Consultation on the draft Chichester Infrastructure Business Plan (IBP)

This item was deferred as the Councillors did not have the information to hand to discuss the Plan.

157. Neighbourhood Plan – Update

As CDC have still not completed their Housing Plan, Cllr Piedade put forward that we should have a two stage plan for reviewing the Neighbourhood Plan:

- 1) Update the parts of the plan around design and vision for the village – this work would not be impacted by anything that CDC add to their Housing Plan
- 2) Once CDC have produced their plan and allocated housing numbers, the second stage would be to complete the Kirdford Neighbourhood Plan, which would probably mean it would have to then go to referendum.

The strategy was agreed by the Council Members.

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Cllr Piedade to contact Troy to look at possible grant funding.

158. Common Land

The Parish Council are investigating unregistered land within the Parish with a view to safeguarding it for the community.

The Parish Clerk has been doing some preliminary work with a solicitor from Petworth, the Parish Council would now like to formalise this with a budget of £5000.

The Clerk to organise a meeting with the Solicitor and Cllrs Piedade and Irwin to ensure everyone understands the remit.

159. Recreation Ground and Pavilion Upkeep – Update

The quote for the structural survey of the Pavilion has been reduced to £750 – it was agreed to go ahead with this. Cllr Goddard to action

160. Village Hall Refurbishment

The estimate for producing the plans for the village hall is between £3500 to £5000, the supplier can not give a fixed price as it involves design and artwork. The Parish Council agreed a sum of up to £5000 for this piece of work. Cllr Gerrard to action.

161. CAGNE – Response to CAGNE Gatwick 2 Consultation.

Cllr Persson is attending the CAGNE meetings and reporting back

162. GAAC – Newsletter.

Cllr Persson recommended that we join GAAC at a cost of £10 (for Parish Councils) – this was agreed. The Parish Clerk to action

163. Winter Plan

The Winter Plan was reviewed and changes approved by the Councillors. It was agreed to purchase a further Salt Bin to be located on the Plaistow Road (near Cllr Irwin's drive)

164. Health & Safety

It was noted that the Herons Farm path had very low hanging branches – Cllr Irwin has reported this.

It was noted possible Ash Die Back on the Leconfield Land near Bakehouse Cottages – to be reported to Leconfield to see if they want to deal with it.

165. Date of next meeting: 17 October 2022 at 7.30pm.

21 November

Dates for 2023 were agreed as follows:

16 January

20 February

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20 March
17 April
15 May
19 June
17 July
18 September
16 October
20 November

166. Matters for Consideration at the Next Meeting

Amanda Gillett *17.10.22*
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Chairman Date