

**Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 19th June 2023 at 7.30pm**

Present:

- Cllr Mrs A Gillett
- Cllr T Piedade
- Cllr Mr T Brooks
- Cllr Mr A Campbell
- Cllr Mr A Persson
- Cllr M Osborne
- Cllr A Vernon

In attendance:

- Cllr Charles Todhunter
- Cllr Gareth Evans

106. Apologies for Absence: Cllr N Goddard due to family commitments. Cllr J Nicholls.
County Cllr J Duncton, vacation.

107. Public Participation:

Five members of the public were in attendance.

108. Disclosures of Interest:

Cllr Gillett and Cllr Piedade declared an interest in the planning applications for the Foresters Arms as neighbouring properties. Cllr A Persson declared an interest in the planning application Land on the East Side of Plaistow Road as Chair of the Bramley Close Residents Association.

109. Approval of Meeting Minutes

To resolve that the minutes from the Parish Council Meeting held on 15th May 2023 be signed as a correct record. Approved.

110. Reports from District and County Councillors

Cllr Janet Duncton

The new Fire and Rescue Centre now named Platinum House at Broadbridge Heath is nearly ready for business and I have a visit there on the 22nd June which I must say I am looking forward to as when this was muted I was Advisor to the Cabinet member so attended the site for very early discussions. It is now ready for action and will provide training facilities for other Fire Services and most importantly serve, when required, West Sussex.

West Sussex County Council has joined with the Environment agency and Sussex Police to try and target areas well known for fly tipping. This is no less than a scourge on the countryside and wherever else it gets illegally tipped.

It is now some 500 days since the start of the War in Ukraine and we are looking for more accommodation for some of the refugees from Ukraine. If you or anyone you know would be willing to put their names down to offer accommodation please go to the West Sussex County Council web site where information can be found on who to contact etc.

✓ AG .

The amount of Carers who look after those who need help is staggering and quite frankly we could not manage without them. We have helped to provide respite days out for those who are registered as Carers but of course many do not register themselves.

If you know any in this position do please advise them to register with the Carers Support West Sussex which is a charity that works closely with West Sussex and is there to help.

Trading Standards as ever have been busy and still locating illegal goods of all sorts but especially of the Tobacco kind.

It seems early but we are just having our first workshops on the budget for 2024/5. It's never an easy process but you can be assured that we will be doing our very best to keep services going.

I don't ever try to be Political in these notes but during a recent interview on most channels the Green MP for Brighton said on several occasions about the 'Fracking site' in West Sussex at Balcome. Please be assured that this is not and never has been a Fracking site. I just thought we should know the actual truth of this site.

Having mentioned the Broadbridge Heath Fire Station another site I have told about before is Woodlands Mead near East Grinstead and this newly developed School will take 500 special needs Pupils. It is now nearing completion.

For the Parish's within the National Park and perhaps for interest to the others a word on South Downs National Park.

As you know I am the County Council representative on this body and have been pretty busy lately. It's not meetings that you would know about but with 3 other members I sit on a committee that checks on how we have done and what we hope for over the coming year. I can tell you it's quite an active committee as we go through achievements and things we have not quite got through so it takes a few sessions to get a picture of where we hope to be in the future year etc. I think it is a good committee with discussions with the Chief Executive etc and deciding if we have failed in any respect or whether we are on the right tracks. Hopefully we are.

You will also have seen that the SDNP has taken the lead on shoring up of the façade of the Angel Hotel in Midhurst with contributions from CDC and WSCC. SDNP and CDC have put £200k in and WSCC £100 K and of course from all 3 organisations this is money not accounted for in our budgets. You may say why is County not putting the same as the other 2. Well there are good reasons like for instance once the roads are opened it will probably be nearing 1 million to put all the roads right in the area that you can imagine have taken a real battering since not going through Midhurst.

You will have seen the scaffolding going up on the Angel and although of course there are a lot that want this saved there is also many who say it should go and there is no doubt that the businesses are suffering in Midhurst itself even with the help from Chichester District Council. It is one of their busy times of the year and they just haven't got the footfall they need. Lets hope it's not long before life as we knew it can be restored. The stabilising should take 6 weeks and by the time you read this we should be getting near that time. Once it is stable then the County can open the road and a sigh of relief all round.

Janet Dunton
County Councillor Petworth division

✓ AJ

Clr Gareth Evans

Local Updates

21/00466/OUT – Land West of Cornwood Townfield Kirdford West Sussex – Gareth has now raised this as a complaint with the cabinet member and senior planning officers at CDC since the officer assigned has failed to respond to three emails and appears continuously out of office.

Lagoon 3 – Reminder trial date is 23 August 2023 at 10:00am at Horsham Magistrates. Will update when there is further guidance.

Crouchlands Proposed Developments and 22/02346/OUT Foxbridge Golf Club, Foxbridge Lane – A meeting with the developer, Loxwood District Councillors and Senior Officers taking place on 11th July. The Leader of the Council has also been invited and will attend time permitting.

Loxwood Shop Update: We wrote requesting an update as it had been over one month since the water neutrality mitigation was approved by natural England. The response from Fjola was - "I am pleased to say that we are very nearly there. As I understand it everything is in order from a planning perspective, our solicitors have been working on the final outstanding details required for the legal agreement, and it is expected that the final legal agreement will be circulated shortly. Jo or myself will update you as soon as we know when we are able to issue the decision."

WR/21/03622/FUL – We attended a meeting on Sunday 11th June to conduct a site visit at the request of the applicant as this application has been held up for two years. We will be speaking with the planning officer to understand when this might go to planning committee.

48 Townfield (Hyde) – A resident has been stuck with internal leaking for two years because of a damaged Chimney. After applying pressure, I am pleased to say that the Chimney has been fixed and I am now asking Hyde to complete internal works before winter so the residents can use their heating. They are both in their 80s so it is essential this is done.

9 Lakers Leas (Hyde) – Several jobs required in this property causing severe mould. After many months of inaction Hyde have now booked in all jobs at our request.

Verges and Hedges – Residents have been in contact regarding the cutting back of verges and hedges in the Loxwood Ward. Contact has been made with County Councillor Janet Dunton as to when Loxwood Ward is due to be cut back.

CDC Wide Updates

Midhurst

Following the fire at the Angel Inn on the 16 March, the road through Midhurst is still closed. The disruption to the town's businesses is significant and this is creating considerable unease in the town, with 31.7% of businesses in the town reporting over 50% losses to cope with on top of increasing bills. Economic Development have launched a £200,000 grant fund to assist Midhurst Town Centre businesses. Businesses located in Midhurst Town Centre are eligible to apply for up to £1,800 of funding.

Work has continued apace on the scaffolding to support the façade of the Angel Inn with contractors now working extended days until 7pm.

The seven-week programme (from 15 May) is currently on track.

Starters

Eleanor McKay – Support Officer (Legal) – Democratic Services

✓ AG

Laura Hutchison – Internal Auditor – Financial Services
Barbra Brooks-Smith – Assistant Sport & Leisure Officer – Culture
Emily Duke – Information & Support Officer – Economic Development
Jemma Frankland – Assistant Planner – Development Management
Chloe Jacobs – Apprentice Tree Officer – Planning Policy
Darran Seacombe – Waste Services Officer – Chichester Contract Services
Betty Watson – Income & Payments Assistant – Financial Services
Gary Alexander – Civil Enforcement Officer – Parking Services
Christopher Land – Customer Services Officer – Customer Services
Lara Small – Customer Services Officer – Customer Services
Stephen Hall – Visiting & Inspections Officer – Revenues & Benefits
Daniel Hammerton – Technical & Administrative Support Officer (Enforcement) – Development Management

Leavers

Nigel Dixon – Facilities Supervisor – Facilities
Louisiana Dancy – Waste Services Officer – Chichester Contract Services
Sue Dusart – Assistant Accountant – Financial Services
Lauren Hayler – Housing Advisor – Housing
Linda Palmer – Senior Housing Advisor – Housing
Ruth Seys – Taxation & Business Rates Officer – Revenues & Benefits
Dominic Henly – Principal Engineer – Environmental Protection
Duncan Keir – Engineer – Environmental Protection
Stephen Harding – Senior Conservation & Design Officer (Maternity Cover) – Planning Policy
David Tate – Economic Development Officer – Economic Development
Lynda Brewster – Admin Assistant – Development Management

Meeting your District Councillors:

Gareth has the following surgery dates scheduled:

Saturday 17 June – Kirdford Village Stores, Kirdford (12pm-2pm)
Saturday 1st July – Old Mill Café, Wisborough Green (12pm-2pm)
Saturday 15th July – Ifold Stores, Ifold (12pm-2pm)

Charles is also planning to run surgeries which will offer more opportunity to see your District Councillor face to face. These will be published in due course.

Should the dates suggested not be suitable for you or there are any other reasons preventing you from seeing us we are also happy to do home visits, telephone calls or zoom calls.

Our contact details:

CLr. Gareth Evans, email: gbevans@chichester.gov.uk or telephone 07958918056

CLr. Charles Todhunter, email ctodhunter@chichester.gov.uk or telephone 07986344365

111. Co-option of New Members

Mr Angus Campbell had met with CLrs Gillett, Persson and Brooks and it was unanimously agreed that he should be co-opted as a new member of Kirdford Parish Council with immediate effect.

112. Correspondence

No correspondence had been received.

✓ AG

113. Chairperson's Announcements

The Chair reported that the Resilience Working Group had met for initial discussions.

It was agreed that the Plaistow Road post box should be fully taken back (old paint removed) and repainted rather than patched as the paint was so thick as to render some of the detail illegible.

Investigation into reducing or moving the 30mph speed limit approaching the new Orchard Park residential site. Cllr Duncton to be contacted.

114. Finance

- a) Bank Reconciliation – this was approved
- b) Monthly financial report – this was approved
- c) Payments for approval – these were approved
- d) AGAR
 - I. Internal Audit Report - The Internal Audit report prepared by April Skies was noted.
 - II. Annual Governance Statement – The Annual Governance Statement was read out, section by section, and approved by all Councillors, this was then signed by the Chair.
 - III. Accounting Statements – The Accounting Statements were reviewed by the Councillors and agreed, this was then signed off by the Chair.
- e) CIL Monitoring Report – The CIL Monitoring Report was reviewed by the Councillors and approved.
- f) Scribe Accounting Package. It had been recommended by the Internal Auditor that the Parish Council should have an accounting package similar to Scribe or Rialtas. After investigating the various options available, Cllr Brooks (Chair Finance Cttee) and the Clerk suggested that the Scribe package was more comprehensive and was specifically targeted towards Parish Councils. After discussion it was agreed that the Scribe package should be purchased at an initial cost of £1,139 (to include a one-off onboarding fee of £479 and £660 for 12 months). Thereafter, £55 per month.

115. Planning

Local Plan Update

Kirdford Parish Council were awaiting the results of the consultation.

21/00466/OUT | Outline application (with all matter reserved except Access) for the development of up to 70 new homes, of which 30% would be affordable, new community sporting facility, new vehicular access and associated parking and landscaping. | Land West Of Cornwood Townfield Kirdford West Sussex

It was noted that this application was now likely to be considered at the July CDC Committee meeting.

Water neutrality calculations had not, to date, been provided.

✓ AG

22/02346/OUT – Case Officer: Jane Thatcher Outline application for a wellbeing and leisure development comprising up to 121 holiday units; the construction of a spa with accommodation of up to 50 bedrooms; the conversion of the former clubhouse into a restaurant and farm shop; the formation of a new vehicular access from Foxbridge Lane, new internal roads, footpaths, cycle routes and car parking areas; the construction of a concierge building and new hard and soft landscaping, including the formation of new ponds. All matters reserved except for means of access. | Foxbridge Golf Club Foxbridge Lane Plaistow West Sussex RH14 0LB

There was no update for this application.

22/02154/FUL | Rear extension with associated internal reconfiguration and works to external front and rear trade areas including new fence and double gate. | Foresters Arms Village Road Kirdford West Sussex RH14 0ND

Revised water neutrality documentation had been provided for this application on 14th June 2023. KPC would review this.

SDNP/23/01730/FUL The Old Coach House, Hawkhurst Court, Kirdford, Billingshurst, West Sussex, RH14 0HS

Conversion of former Cricket Pavillion into a holiday let (retrospective).

The applicant addressed the Parish Council on the new application.

Parish Councillors wondered if there should there be a change of use class? C3/C1/Suis generis and will seek advice from the Planning Officer.

It was agreed that KPC continue to object on the following grounds:

- Application heading does not address Change of Use. If a change of use is required as part of the application, KPC reserves the right to re-consult on that proposed changed.
- In our view, the proposed Water Neutrality mitigation does not meet the required standard set out by Natural England. It is neither precautionary or capable of being secured in perpetuity and providing certainty. Additionally, doubt remains on whether the water harvesting being proposed on the stable block can be counted.
 - A. The applicant is willing to cap the number of days that the accommodation can be let to 50 days and Environment Officer suggests to control this through a planning condition.
 - a. How do we provide **certainty** to NE that this is so?
 - b. What happens if its 51 days, so what? What about 70 days?
 - c. What happens if the property is used by the applicant after those 50 days to enjoy with family and friends or provide accommodation for non- paying guests.
 - d. What happens when the property is sold and a new owner takes a different view.
 - B. The offsetting is reliant on a secondary asset in the curtilage of the property. Either this applicant or another in the future could take the view that the plot is too big to manage, and sell off a portion, thereby breaking the link between the Pavilion and the off-set. A study of the deeds shows the plot is already divided into three components. Plot 1 - the house, Plot 2 - the stable block with some additional land, and plot 3 which has the largest of the plots which contains the Pavilion. It is a requirement set by Natural England that a mitigation proposal is **secured in perpetuity** and that it provides **certainty**. Whilst the above remains a possibility, it cannot be said to do so.

✓ ACU .

- C. The off-setting is predicated on potable water currently being consumed by two horses and 6 sheep. KPC cannot see how this can be permitted on the basis that to do so would demand a planning condition requiring this and every subsequent owner to always have 2 horses and 6 sheep. It is therefore flawed as no such condition could be made or enforced. It our view that this application will challenge the question on whether WN can be offset against livestock, particularly in a domestic setting of an equestrian property on amenity land rather than farmland. We can see how the nutrient neutrality arguments are different and easier to track on the basis that a farmer simply agrees to stop farming, The same cannot be said about Water Neutrality.
- D. The Environment officer has said, and we agree, that upgrades of water saving devices in the main property cannot be used to off-set the proposed development as those were carried out before this application. We also raise the possibility that the same can be said for the proposal to harvest water from the stable, which is a live, undetermined application (SDNP/23/00143/FUL) submitted to the LPA 80 days **before** the planning inspectors' decision notice. The application pack also records that Pre-Application advice (SDNP/22/00089/PRE) was received on 20 July 2022, 8 Months, 14 days before the planning inspector's decision note. The chronology of this would suggest that this measure was always intended to be installed and is in no way linked to the pavilion off-setting needs. Indeed, there is no suggestion of this in the application pack. We therefore contest whether it can be counted.
- E. Finally, a governance observation, upon a visit to the site on 19 June 2023, it was not possible to observe anywhere evidence of a site notice with reference to this planning application. We ask that the Council takes the required steps to satisfy themselves of that legal requirement being met.

23/00981/LBC | Single storey garden office to replace the existing garden shed. | Cobblers Village Road Kirdford Billingshurst West Sussex RH14 0LX

The Parish Council has no objection to this application.

23/01225/TCA | Notification of intention to fell 1 no. Spruce (T2) and 1 no. Cypress (T4). | Black Bear Village Road Kirdford Billingshurst West Sussex RH14 0LU

The Parish Council has no objection to this application.

23/01267/DOM | Installation of wooden entrance gates. | Mayflower Cottage Village Road Kirdford Billingshurst West Sussex RH14 0LX

The Parish Council has no objection to this application.

Decisions: The following decisions were noted:

KD/23/00265/FUL Mr & Mrs Alderton Barkfold, Crofts Cottage Village Road Kirdford West Sussex RH14 0JH. General purpose agricultural building with hard standing and access area.
PERMIT

KD/22/02474/FUL Mr Ian Crouch, Sussex Game Farm Scratching Lane Kirdford West Sussex RH14 0JN. Retrospective application for replacement and extension of building 2 and extension to building 4 and B2 use for both buildings 2 and 4.
PERMIT

Enforcement Notices: The following enforcement was noted:

✓ AC

The Workshop Failure to discharge conditions attached to pp 21/00427/FUL [Conditions 3: cycle parking, 4: vehicle parking, 6: neutrality mitigation and 7: landscaping]

116. Planning Enforcement / TPOs: None received.

117. Neighbourhood Plan – Update

The Neighbourhood Plan was being reviewed by Troy Hayes Planning. There was no update.

118. Recreation Ground and Pavillion Upkeep – Update

It was noted that drawings were being produced and would be brought to the Parish Council at a future meeting.

119. Great Common Pavillion Update

No further update.

120. Village Hall Refurbishment

The Chair of the Village Hall Committee spoke to the Parish Council and said that the bat survey had been completed and the report was awaited.

Wifi had been installed.

It was noted that electricity cables under the building would need to be traced by the electricity company.

The VH Committee would be considering quotes for renewing/repairing the roof. It was noted that Kirdford Players had generously raised £750 towards the roof fund.

121. Drains, Grips, Ditches & Gullies

As previously noted, Cllr Persson had previously reported floods at Rickmans Lane/Foxbridge Lane junction to West Sussex County Council. Although WSCC had advised on two occasions that the matter was resolved, the flooding still remained. WSCC advised that the flooding was possibly caused by neighbouring landowners not maintaining the ditches adjacent to their land.

WSCC would undertake jetting to the culvert.

122. Resilience working Group update

It was noted that an initial working group meeting was held on 1st June.

123. CAGNE

No further update.

124. Health & Safety

It was noted that one of the small trees on Butts Common had split and appeared to be in decay.

✓ AG

A tree outside of The Old Post Office was damaged and needed removing. Cllr Brooks to liaise with an arboriculturist.

It was noted that the tree by the children's school bus drop off at Butts Common needed pruning.

125. Date of next meeting: 15 May 2023 at 7.30pm - to be held at the Village Hall

- 17 July
- 18 September
- 16 October
- 20 November

126. Matters for Consideration at the Next Meeting

Dark Skies

Amanda Gillett

Chairman

17.7.23

Date