

Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 20th November 2023 at 7.30pm

Present:
Cllr Mrs A Gillett
Cllr T Piedade
Cllr Mr T Brooks
Cllr N Goddard
Cllr Mr A Persson
Cllr M Osborne
Cllr A Vernon

In attendance:
Cllr Janet Duncton
Cllr Gareth Evans
Cllr C Todhunter

198. Apologies for Absence: Cllr J Nicholls, Cllr A Campbell

199. Public Participation:

Two members of the public were in attendance.

200. Disclosures of Interest:

None

201. Approval of Meeting Minutes

To resolve that the minutes from the Planning Committee Meeting held on 16th October and Parish Council Meeting held on 30th October 2023 be signed as a correct record.

202. Reports from District and County Councillors

Cllr Janet Duncton

For those Parishes within or partly within the South Downs National Park and have applied for CIL funding for capital projects in their Parish the final recommendations will go to the Planning committee I think in December. We have had a workshop to discuss them all and I am fairly confident that those who applied will be looked at with a view to meeting SDNP guidance and all should be well. Obviously I can't say anything for definite as the Planning Committee will have the final say. For those who have applied I am sure you are aware that SDNP look to see how projects are progressing and there is a cut off time of 5 years. That said I am sure if the 5 years are up and good reasons are given they would not take the money back and of course if you have a neighbourhood Plan you get 25% and 15% if you don't have a neighbourhood Plan. It really does give you the chance to do good schemes that your Parish would like and fit the requirements.

As yet we don't have a picture of what Government is going to do about CIL and some Planning issues, but as soon as we do I am sure you will also find out.

If anyone fancies commenting on the County budget I believe there is an opportunity of the County website.

Platinum House the new Fire and Rescue Centre at Broadbridge Heath is still getting many enquiries regarding training and not just from the UK but from abroad as well.

✓ AG.

The South Downs National Park is dealing with the largest National Park Planning application in the UK. We met as a Planning committee in Lewes recently to discuss and make some decisions on the application and we are very determined that this application will go through with all our comments taken on board. The outcome of the meeting has given the applicant the reasons of what we want to see this application do for Lewes and especially in the area if you know it, along the River Ouse, north of the Harvey's Brewery and the applicant we hope will come forward with the improvements required within 4 months.

We still have some way to go to improve Highways and of course the ever present Potholes and we are working on it. Not an excuse but it is not only County department that has some Staff shortages our Contractors are also finding it difficult.

At a meeting today some of us raised the issue of Contractors not collecting their signage at the end of a job. Very annoying and the signage is the Contractors and not the County's, in fact we do fine them but the fine is not very large and we are hoping it is going to be increased before long.

Since April we have done 16700 potholes and 15000 of these have had the better cut and saw method for dealing with them. Always trying to find new ways of dealing with this increasing situation. Our marvellous Patching machines can't work in bad weather but we are trying..

Janet Duncton
County Councillor Petworth division

Clr Gareth Evans / Clr Charles Todhunter

Local Updates

Loxwood Shop Development – We have received several emails regarding the new development of houses in Loxwood whilst the shop remains unbuilt. We wanted to flag that this housing development is part of the scheme that delivers a shop unit to the community rather than further development without a shop unit being delivered.

Foresters Development – Will come before the planning committee in November.

Food Deprivation – We have been contacted by Arun and Chichester Advice Bureau as the Loxwood Ward has been identified as an area with high levels of food deprivation access. We will be working together in the coming months to hopefully set up a Food Project such as the one set up in Bourne.

CDC Wide Updates

Full Council Meeting – Tuesday 26th November will be the next full council meeting.

Flood Emergency Planning – As we head into the winter months a number of critical staff at CDC took part in a significant multi-agency emergency desk top exercise. This involved testing emergency plans against a major flooding incident. The CEO reports that their staff responded to this exercise brilliantly and it has helped CDC to identify areas for further development.

Chichester Park Hotel – West Sussex County Council and Chichester District Council have recently been advised by the Home Office that a hotel in the Chichester area is being considered for use as contingency accommodation for people seeking asylum. Decisions around use of hotels and placements for those seeking asylum are made by the Home Office. We are not involved in the decision-making process. Should members of the public wish to contact the Home Office directly they can be contacted on public.enquiries@homeoffice.gov.uk or by calling 0207 035 4848

Taxi & Private Hire Driver Safeguarding Training - From October 2023 West Sussex County Council are providing all Chichester Taxi and Private Hire Licenced Drivers a two-hour mandatory Safeguarding Training session. This training will further enhance their knowledge gained from previous required awareness of this important subject. It has been developed to help all drivers recognise when they are

✓ KA

carrying passengers at risk. The training includes - How to provide a safe and suitable service to vulnerable passengers of all ages; How to recognise what makes a person vulnerable; and, understand how to respond, including how to report safeguarding concerns and where to get advice. This essential training will be required regularly so all drivers have up-to-date information.

Damp and Mould Update - The Housing Standards Team continues to provide advice to residents on how best to manage moisture in the home through our media platforms. Tenants experiencing damp and mould within their property should always notify their landlord in the first instance. If the problem worsens, or the landlord's response is unsatisfactory tenants should contact the Housing Standards Team for help and advice.

For Hyde Residents, Hyde have put the following together <https://www.hyde-housing.co.uk/news/managing-homes/dealing-with-damp-and-mould/>

Next Full Council Meeting – Tuesday 28th November

Meeting your District Councillors:

Gareth has the following surgery dates scheduled from 12pm-2pm:
Saturday 4th November – Onslow Arms, Loxwood
Full schedule to follow.

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.

203. Correspondence

None received.

204. Chairperson's Announcements

The Chair had received a copy of a book entitled Tank Man, written by Jonathan Baker. Mr Baker's family has a long history in Kirdford and the book was a token of his gratitude for the assistance received.

A wreath was placed at the Church for Remembrance Sunday and crosses placed on the war graves at St John the Baptist Church.

The bonfire and fireworks were well attended, despite the rain. Costs were not covered this year. The event is scheduled for Tuesday 5th November 2024.

205. Finance

- a) Bank Reconciliation – this was approved
- b) Monthly summary report – this was approved
- c) Payments for approval – these were approved
- d) Review of Finance Committee recommendations.

The precept was reviewed, and it was agreed we should increase the precept by 5% to bring it to £84,000. The reasoning behind this was that new properties would come online within the next 6 months, from the Plaistow Road development. Increasing next year's precept would allow for the new properties therefore keeping the tax burden on existing property owners relatively flat.

Precept Budget

It was agreed:

General Admin - £5,000 - no change

Professional Fees – Increase to £17,600

Staff Costs – Increase to £30,000 (this should take into account the salary increases for 2023/24)

✓ AG

Maintenance -£11,000 – no change
Office - £4,500 – no change
Subs – Increase to £1,000 – taking into account the possible CAGNE subscription
Audit - £1,500 – no change
Training - £1,000 – no change
Grants - £8,400 – no change
Insurance – Reduce to £4,000 – new insurance company has reduced our costs
This would bring the Precept Budget to £84,000.

Allocated Budget 2023-2024

To resolve 2023-2024 budget and reserve funds in line with agreed objectives. To present at next full Council meeting.

It was agreed:

Village Hall Extension – Rollover the current balance (currently £32,652.12)
Recreation Ground Pavilion Refurbishment – Roll over the current balance if not spent (currently £40,000)
Recreation Ground Play Equipment – Roll over the current balance
Great Common Pavilion Rebuild – Roll over the current balance
Village Improvement Fund – Roll over the current balance
Environmental Concerns/Equipment - Roll over the current balance
Play Equipment Maintenance – Roll over the current balance and rename from 'Maintenance' to Improvements
Planning Support Services – Roll over the current balance (currently £33,112.50)
Neighbourhood Plan Review – Roll over the current balance
Coronation – Mark as complete and move unspent allocation back into the General Fund
NEW – Village Hall Roof Replacement – Allocate £65,000 from General Fund
NEW – Bonfire Night – Allocate £1,500 from General Funds

Investment Strategy

The Investment Strategy was reviewed, and no changes deemed necessary, although it was pointed out that we could move more funds into interest accumulating accounts.

206. Planning

CDC Local Plan Update

Cllr Todhunter said he hoped that the Local Plan would be submitted in January 2024. It was expected to be adopted around 12 months after.

Water Neutrality

Cllr Piedade said that Natural England were not correctly applying their own advice when being consulted on planning applications by CDC. Applications were being approved when there was clear evidence of detriment to areas in the Sussex North Water Supply Zone.

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

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

Pre-application Footpath Diversion/Extinguishment Order – Path 768

After consideration, it was agreed that the Parish Council could not support this pre-application or subsequent application.

✓ AA

23/02425/FUL | Erection of 1 no. timber workshop building on existing light industrial /commercial land - Removal of Condition 6 (water neutrality) and Variation of Condition 2 of Planning Permission KD/21/00427/FUL for revision to site plan omitting reference to the storage tank. | 2 The Workshop Village Road Kirdford Billingshurst West Sussex RH14 0NW

After consideration it was agreed to consider this item further at the next Parish Council meeting.

Decisions

The following decisions were noted:

SDNP/23/03405/HOUS | Proposed link between existing house and annex buildings. | Scrubb House Farm Cottage, Crimbourne Lane, Kirdford, West Sussex, RH14 0HX
REFUSE

SDNP/23/00143/FUL | Addition of lean-to storage unit at rear of existing stable block, installation of new rainwater harvesting system, replacement of existing 5 bar gate with new solid gates and making good hard surfacing in and around the stable yard. | The Old Coach House Hawkhurst Court Kirdford West Sussex RH14 0HS
REFUSE

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

Enforcement Notices: None received

207. Neighbourhood Plan – Update

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

208. Recreation Ground and Pavilion Upkeep – Update

It was noted that quotations were awaited for internal decorations.

209. Great Common Pavilion Update

The updated water neutrality report had been received and DMA were preparing drawings.

210. Village Hall Refurbishment

The Chair of the Village Hall Committee (VHC) provided a brief update. A water neutrality consultant had been instructed. The application of solar tiles or panels was being investigated and quotations were awaited to be presented to the January meeting.

The Schedule of Works was being prepared by the architect prior to the tender process.

211. Drains, Grips, Ditches & Gullies

Clr Persson reported that the flooding at Foxbridge Lane had lessened during the recent rain and water was draining away quickly.

212. Footpaths/PRoWs

No updates. See item under planning.

213. Resilience working Group update

✓ AG

