



Minutes of the Parish Council Annual Meeting held by video-conference on Monday 18th May 2020 at 7.30pm

Present:

Cllr Mrs A. Gillett
Cllr Mr T. Brooks
Cllr Mr S. Croft
Cllr Mr D. Gerrard
Cllr Mrs N. Goddard
Cllr Mr D. Irwin
Cllr Mr T. Piedade

In attendance:
Members of public: 1
Chichester District Cllr Gareth Evans
Parish Clerk

304. Apologies for Absence: None received

305. Public Participation: A member of the public asked for an update on the land south of Townfield. The Parish Council have received no communication as yet.

306. Disclosures of Interest:

Cllr A Gillett declared an interest with reference to the planning application for Herons Farm.
Cllr T Piedade declared an interest with reference to the planning application for Herons Farm.

307. Approval of Meeting Minutes: To resolve that the minutes from the Parish Council Meeting held on 20.04.2020 and Planning Committee Meeting held on 27.04.2020 be signed as a correct record. Approved.

308. Reports from District and County Councillors:

Gareth Evans – Chichester District Councillor

District Councillor Update

Local Updates

- 1) I continue to support the Covid-19 hubs. Fortunately I am hearing reports that the number of volunteers outweighs those in need but it is great we have so many volunteers in case things do change
- 2) A reminder that CDC are working hard to solve issues as they arise during this unprecedented time. As mentioned last time we have a special hotline email to raise issues during this time which is working very well to get things resolved. If residents contact the Parish Council with any issues that you don't know the answer to then please do let me know and I will pick this up on your behalf. Some issues I have been supporting residents in are:

- Getting CDC to offer clear guidance on the bonfires
- Clarifying questions / doubts on refuse and recycling collections
- Action from the Environmental Protection team after a resident was reported to me to be burning Tyres
- Support for residents surrounding Council Tax
- Getting advice for local businesses (i.e. farmers, estate agents etc)

3) Co-op application. You might remember that the Co-op application in Loxwood has been an almost permanent feature on my District Councillor Address. This was finally heard at the Virtual Planning Meeting on 13th May. The decision was to permit with a contribution for social affordable housing.

CDC Updates

1) From this month CDC has resumed formal meetings such as Full Council, Cabinet and Committee using zoom. Members of the public who would like to speak at a planning committee meeting need to register online at www.chichester.gov.uk/speakerform by 5pm the day before the meeting is due to take place. Participants will be asked if they would like to provide a statement to be read out or whether they would prefer to address the committee virtually.

Anyone wishing to speak at any other public meeting is asked to contact democraticservices@chichester.gov.uk with their name, address and contact telephone number at least two working days before the meeting.

Next meetings are:

Environmental Panel 18th May

Full Council 19th May

2) I am happy to say that meetings will now be live streamed with the first such meeting to be livestreamed being the Full Council Meeting tomorrow <http://chichester.nucast.live/>

3) At the full council meeting on Tuesday my group will be putting forward a Recovery Plan motion which aims to be a proactive response to the Covid-19 Crisis. This motion urges for an all party task force to work on a Recovery Plan, to maximise cooperation in order to pull together for the good of the community and local businesses. I will update you at the next Parish Council Meeting.

4) Parking – suspension of parking charges has been extended to June 8

We applaud this decision from CDC as it is a vital move to support essential services during this time.

5) A reminder on Council tax- If you pay Council Tax over 10 Months CDC are considering a change in instalments so that payments will start in June not April. Those that are having issues with payment due to loss of employment or earnings as a result of this pandemic should make contact with CDC as soon as possible. Chichester District is going to be very sympathetic with residents struggling with paying taxes during this crisis. The email is taxation@chichester.gov.uk

6) Climate Officer Update: the new CDC Climate Change Officer has now been appointed, Dr. Andrea Smith who started on Monday. Andrea's first tasks will be to finalise the criteria for the Zero Chichester Fund and to develop our interim climate change action plan. This was first proposed by my group colleague Cllr Jonathan Brown last year and I am delighted for him to see his hard work on this become a reality.

7) CDC staff and members of the Senior Leadership team were supporting Stonepillow preparing food./ Some Council officers and some councillors are also took part in the Stonepillow Little Big Sleep Out on Saturday night (16th May) to raise funds to support the homeless during the Covid-19 crisis. I was also delighted to join this initiative – the link was published on my FB Page and at the time of writing I am delighted to announce I have raised £420

8) You may have heard the excellent news that CDC is one of the top 3 local authorities in the country for getting business grants out to local firms. I kept using my social media to share posts from CDC with the info and contact details for this scheme and to make sure all businesses were aware of how to apply and I am very grateful to all residents who helped share the news as it contributed to the success of this – big round of applause to CDC officers dealing with this programme. The government has allocated £37million to support businesses in the district. Over 3,000 businesses in our district have benefited from this scheme. A very small number of our local businesses have decided for various reasons that they do not wish to access them. This money will be returned to central government

Digital District Cllr Surgeries

In this era of social distancing my face to face surgeries cannot continue for obvious reasons until such a time as these measures are relaxed

To replace my surgeries, I am available to meet residents remotely through video calls upon request either through Zoom meetings or Video Calls through Skype or Hangout (ID gareth.evans1979@googlemail.com). Get in touch if you'd like to arrange a time to meet up!

Residents can contact me any time on my telephone 07958918056 or email gbevans@chichester.gov.uk. I can also be contacted via my social media handles. Facebook is @GarethEvansLoxwood Twitter is @GarethEvans79

A Councillor asked whether it was possible to have a garden waste bonfire in a farm setting. Cllr Evans confirmed that it was permitted to burn garden waste responsibly.

309.Election of Chair, Vice-Chair, Committees and Working Parties

Chair: Cllr A Gillett nominated by Cllr N Goddard. Seconded by Cllr T Piedade

Vice-Chair: Cllr N Goddard nominated by Cllr A Gillett. Seconded by Cllr S Croft

Finance Committee. Cllr S Croft (Chair)	Cllr D Irwin, Cllr T Brooks, Cllr A Gillett, Cllr N Goddard
Planning Committee. All Councillors	
Village Hall Representative	Cllr N Goddard
Recreation Ground	Cllr S Croft
Gatwick	Cllr D Gerrard
Police Liaison	Cllr D Gerrard
Local Parishes North	Cllr T Brooks
Conservation	Cllr J Nicholls
Health & Safety	to be advised
Footpaths & Ditches	Cllr D Irwin
PCC	Cllr D Irwin
Human Resources	Cllr D Irwin, Cllr D Gerrard
Emergency Plan	Cllr A Gillett, Cllr T Brooks

310.Correspondence. The Clerk had received the following correspondence:

Treat bags were delivered to several families in the Parish for events being held to celebrate VE Day which were greatly appreciated. An email was received from a parishioner thanking the Parish Council for their kind gift.

Community Grant Application from 4Sight Vision Support. Approved in the sum of £100

Community Grant Application from PCC Kirdford and Plaistow. Approved in the sum of £1,000.

311.Chairperson's announcements: The Chairperson to make announcements.

- a. It was with regret the Chairperson notified the Council of the resignation of Cllr L Nutting. It was agreed that the Chair would purchase a gift to thank Cllr Nutting for her work for the Parish Council.
- b. A parishioner has raised £850 to be donated to the Village. It was agreed that the whole sum should be donated to Church funds.
- c. The Parish Council agreed to the purchase of a more permanent market for WWI WWII .

312.COVID-19 Update:

It was agreed that continued checks would be made on potentially vulnerable parishioners.

313. Speeding Signs Cllr D Gerrard will be meeting with Highways Chichester to discuss the installation of speed signs in the Village. Gates to the Village to be investigated further.

314. Finance: Bank Reconciliation (Appendix A): April 2019 – January 2020 as below:

At present, due to the Pandemic and no official Clerk, we are unable to produce full Financial reports.

a) Cheques for approval (Appendix A).

315. Health & Safety:

Footpath BP2851-1. Cllr D Irwin to investigate the re-opening of the footpath with WSCC.

Graveyard Wall. It was noted that the graveyard wall at St John The Baptist Church was leaning and unstable. PCC to be contacted.

Dog Waste Signs. There had been complaints of dogs fouling footpaths throughout the Village. The Clerk to investigate purchasing signs.

Loxwood and Kirdford Junior Football Club. It was agreed that Cllr A Gillett, Cllr N Goddard and Cllr D Irwin would form a working party.

316. Planning:

KD/20/00951/FUL - Case Officer: Rebecca Perris

Mr J Allfrey

Ganders Gate Farm, Glasshouse Lane, Kirdford RH14 0LW

Change use of part of stable barn to create 2 no. self-contained units to be used for holiday lets with associated parking.

O.S. Grid Ref. 501481/125615

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q8IMIXERHXL00>

Parish Council Comment: Concern regarding location being commercially unviable, therefore could be a required change of use to dwelling status in the future.

Chichester District Council

Team: Chichester DC DM team

Parish: Kirdford Parish Council Ward:

Case No:SDNP/20/01464/CND

Type: Removal or Variation of a Condition

Date Valid: 21 April 2020 Decision due: 16 June 2020

Case Officer: Sam Muir

Applicant: Mr Sam Cookman

Proposal: Construction of a tank room/store outbuilding - Variation of Condition 2 of householder permission SDNP/19/02250/HOUS - tank room and store design amendment.

Location: Scrubb House Farm Cottage, Crimbourne Lane, Kirdford, Billingshurst, West Sussex, RH14 0HX

Grid Ref:502886 123214

No comment

317. Date of next meeting: 15 June 2020 at 7.30pm. Venue to be notified.

318. Confidential Matters: It was agreed to consider candidates for the position of Councillor.

319. Items for Consideration at the Next Meeting

Finance

Signatories

Internet Banking

Electoral Register

Junior Football

Neighbourhood Plan Update.

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Chairman

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Date

Appendix A

Date	Cheque No./Transaction Type	Payee	Supply	Net	VAT	Gross
01.04.20	2000	WSALC Limited	Subscription	318.60	0.00	318.60
25.04.20	2001	Air Ambulance	Grant Request	250.00	0.00	250.00
15.04.20	2002	JWS Landscapes	Grass cutting	275.00	0.00	275.00
25.04.20	2003	Henry Gillett	Fencing Great Common Pav.	220.00	0.00	220.00
25.04.20	2004	Rabbit Demolition	Removal Burnt Pavillion	2340.00	468.00	2808.00
03.05.20	2008	Alistair Persson	Repair noticeboards	75.00	0.00	75.00
03.05.20	2008	Alistair Persson	Materials for repair	67.00	0.00	67.00
30.04.20	2005	Rabbit Demolition	Slab removal	1725.00	345.00	2070.00
30.04.20	2006	Southern Planning Practice	Lower Barn advisory	116.25	23.25	139.50
30.04.20	2007	Amanda Gillett	Stationary	25.50	0.00	25.50
05.05.20	2009	Amanda Gillett	VE Day Treats	179.39	17.89	197.28
30.04.20	2011	JWS Landscapes	Grass cutting	360.00	0.00	360.00
09.05.20	2010	Lynne Brooks	Temp Clerk work	378.00	0.00	378.00
TOTAL				6329.74	854.14	7183.88