

**Minutes of the Parish Council Meeting  
held at Kirdford Village Hall on Monday 15<sup>th</sup> November 2021 at 7.30pm**

**Present:**

Cllr Mrs A Gillett  
Cllr Mrs N Goddard  
Cllr Mr D Gerrard  
Cllr Mr T Brooks  
Cllr Mr D Irwin  
Cllr Mr A Persson  
Cllr Mr T Piedade

**In attendance:**

Members of public: 2

Cllr Susan Taylor, Deputy Leader Chichester District Council, Cabinet Member for Planning  
Cllr J Duncton  
Cllr G Evans  
PCSO Neil Billingham  
Parish Clerk

**202. Apologies for Absence:** None

**203. Disclosures of Interest:**

None

**204. Public Participation:**

Cllr Susan Taylor reported on planning and gave a summary of the Natural England position and some of the findings of the Water Neutrality Study Report, possible mitigations such as offsetting. Councillors asked questions relating to this and Cllr Taylor would respond once she had been able to clarify with CDC.

PCSO Neil Billingham reported on the following:

I had a very successful Street Briefing on Saturday 23/10/2021 at Petworth. This linked in with the monthly Farmers Market. My most popular leaflets were the Little Book of Scams and the No Callers sticker!!! I hope to be there this again this month. If any Parishes are planning an event, do let me know and I will attend if possible.

Incidents of Note.

We still have some ongoing issues with thefts from vehicles parked in remote beauty spot car parks. The advice remains, if you do not need the item on your walk, leave it at home!! Do not leave valuables in your car at any time.

PCSO Activity over the next month.

My next planned Street Briefing is 27/11/2021 at Petworth

Councillors received a presentation regarding a planning application, former Pavilion, The Old Coach House, Hawkhurst Court, Kirdford, Billingshurst, West Sussex RH14 0HS. Minute 212 refers.

**205. Approval of Meeting Minutes**

To resolve that the minutes from the Parish Council Meeting held on 18<sup>th</sup> October 2021 be signed as a correct record. Approved.

AG.

## 206. Reports from District and County Councillors

### Cllr Janet Dunton

I may have told you last month about the A285 but just a brief update. Last evening we had an update on the situation and invited anyone who was interested to come to the Cricketers in Dunton so that they could put their queries and ask any questions.

After initial concerns they asked their question and had the explanations. The main question of course was how long? Well it would appear that by early to mid December they hope to be able to operate a traffic light system allow one lane at a time of course. They hope to have the road open well before Christmas and have now started dealing with some of the causes. As you may guess it isn't straight forward and there are other Services that go under the road at that point. Here's hoping.

We have had workshops on the Budget and it's tough but this year at least our budget will balance without too many painful cuts in Service in fact there should be virtually none. Future years we may not be so lucky but of course all Councils are waiting hand have been for some time for the Governments fair funding review.

At this time, I have not heard if the Loxwood Claypits application will be heard on the 30<sup>th</sup> November but I hope it will be so that we can get it done before the Christmas period.

We, along with all the Districts and Boroughs are playing their part in looking after refugees. I don't have a number at the moment but working with the D's & B's who are the housing authorities we are looking after their Social welfare and Education. Although I haven't got the numbers everyone we have been asked to help has been helped. Of course, the numbers change almost daily.

Adult care is still challenging and of course we work with other agencies on this. One of the aims is to enable those who want can stay in their own homes. I have to say I would be one of those. Children's Services are still improving with more of our Houses being upgraded. The next 2 are in Crawley.

We have just held our Children in Care awards which always take place in K2 Crawley. It was a great day and I am pleased to say that my small part went down well as I got a Film Star of my acquaintance to do a small film in the garden which went out to the Children on the day. A good time was had by all.

The new Fire Service facilities at Broadbridge Heath are about to be started. This will be a good facility and provide training for other Fire and Rescue Services.

Gareth will give you a full update on Chichester District Council. You know all about the Planning issues and as yet there is no resolution to either the A27 or the Natural England water issues. Like County, District is of course working on its budget.

Janet Dunton  
County Councillor Petworth division  
CDC Councillor Loxwood ward

### Cllr Gareth Evans

#### Local Updates

##### Lagoon 3

In my last address I gave a detailed update of the most recent meeting held regarding Lagoon 3 with the Environmental Agency and Chichester District Council. This is to confirm that the next meeting will be held on 11th January 2022, and I will provide a full update in the new year as to the progress being made here. Rest assured I am keeping on the pressure to get this situation resolved as quickly and safely as possible.

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### **Loxwood Claypit**

At the time of writing, I was awaiting confirmation whether the claypit application would be heard at the WSCC planning committee meeting on 30th November. I will update on this in my next update when I know more

### **Concerns over Water Supply and Planning permissions**

Parish Councillors across the ward have raised concerns with me over the water supply and lack of robust action by Chichester District Council.

On 27th October the District Council issued a Media Release "Water abstraction issues in north of District will impact on planning decisions".

There is now also advice on the Chichester District council website at [www.chichester.gov.uk/waterresources](http://www.chichester.gov.uk/waterresources)

This includes

- A copy of the Position Statement
- "FAQs" and additional data.
- Joint study - The council is working on a joint study with neighbouring authorities to quantify the scale of the issue and identify proposed mitigation schemes to address this issue. Part A is now posted on the site.

My group and I have further requested that:

1. All documents produced by Chichester District Council (CDC) are on official CDC headed paper and should be signed by an officer (or the Cabinet Member for Planning)
2. All relevant Parish Councils are officially sent this correspondence to share with their local communities.

My group and I are not satisfied that the emails and "advice" are sufficient evidence to demonstrate the Council's commitment to upholding the Natural England Position Statement.

At the time of writing this I had not received a positive response on this subject and my group and I have therefore now formally written to the Cabinet Member for Planning, reinforcing our concerns.

### **Chichester District Updates**

#### **Free Trees**

More than 8,000 free trees will be planted in the Chichester District this winter as part of a scheme to increase tree planting across the district. The scheme, which is funded by The Department for Environment, Food and Rural Affairs (DEFRA), is testing ways to increase tree cover in rural and urban areas. CDC are one of five local authorities in England taking part in the £2.5 million tree planting pilot. You can find out more here: <https://www.chichester.gov.uk/article/35918/More-than-8000-trees-to-be-planted-in-theChichester-District-this-winter>

#### **Enabling Grant 2021**

The second round of funding has now closed. CDC have received over 74 applications from across the district, which is encouraging as it shows that people are still planning to invest in their businesses. There are a good amount of varied responses between start-ups, website and capital grants. The applications will be reviewed and successful applicants informed by mid-November. I can report on this in the next District Councillor update

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## **Finance**

The pandemic has had a financial impact on everyone, including the council. Last year CDC, produced a three year plan to save nearly £2 million. The CEO has confirmed that this year they are making good progress towards this target. Over £900,000 has been saved this year, and CDC have a further £864,000 of planned savings to achieve over the next couple of years. This has been achieved through reducing costs and bringing in additional income.

Although this is really positive, CDC's financial situation is still very uncertain. CDC are waiting to see what their settlement will be for the next year from the Government. CDC were hoping that the Government would tell them what funding they are likely to receive over the next three years. However, it seems likely that they will only plan for one year. CDCs income levels aren't returning to the same level that they were pre-pandemic. CDC also have a pay and national insurance increase that they were not expecting. Due to all of this it is very likely that further savings will be required and I will update as I know more.

## **Test and Trace Support Scheme**

The Test and Trace Support Scheme (which pays eligible residents up to £500 to self-isolate) has been extended up to 31 March 2022. For further information please visit <https://www.chichester.gov.uk/helpwithfinances>

## **Household Support Fund**

Vulnerable households across the country will be able to access a new £500m support fund to help them with essentials over the coming months as the country continues its recovery from the pandemic. The new Household Support Fund will support millions of households in England and will be distributed by councils in England, who know their local areas best and can directly help those who need it most, including for example, through small grants to meet daily needs such as food, clothing, and utilities.

Cash was made available to Local Authorities in October 2021. CDC are working with West Sussex County Council on the criteria for this scheme who are responsible for the administration of the Household Support Fund.

As soon as the scheme is developed our website will be updated to reflect this.

For further information in the meantime please visit

<https://www.gov.uk/government/news/governmentlaunches-500m-support-for-vulnerable-households-over-winter>

## **Financial Help for Residents**

We have been asked to share this website for anyone who may benefit from financial support and/or checking that they are receiving everything due. For further information please visit <https://www.chichester.gov.uk/helpwithfinances>

## **Gatwick Airport Consultation**

The owners of Gatwick Airport are consulting on proposals (ending 1 December 2021) to bring the existing northern runway into use for smaller aircraft alongside the main runway.

A report is going to Cabinet on 2 November 2021 with the council's suggested responses to the consultation questions. <https://www.gatwickairport.com/business-community/future-plans/northern-runway/>

## **Petworth Vision**

Petworth Vision is progressing the CDC part-funded creation of a dedicated website for the Petworth Heritage Partnership, with the design of the logo. The website is going live mid - November. The partnership comprises the following organisations: St Mary's Church; United

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Reformed Church; The Leconfield Hall; Sacred Heart Church; The Old Railway Station; Petworth & District Community Association; Petworth Vision CIC; The Petworth Society; Petworth Business Association; and, the Petworth Town Band.

The aim is to promote the organisations together on one dedicated website to help showcase Petworth's large number of heritage sites in a more efficient way, encourage greater community engagement and increase visitor numbers. The ongoing maintenance of the new website will be funded by donations raised during the Heritage Weekends and throughout the year. Petworth Vision is also progressing the CDC part-funded scheme of setting up and running computer training at the United Reform Church for residents of Petworth and the surrounding areas. It is being presented as an IT café and training will range from online banking and shopping, to using Zoom and Skype and IT security.

The sessions run every Tuesday morning and will finish in September 2022. The IT café is being promoted through Facebook/Instagram/leaflets/ the Petworth Business Association website and an article in the Midhurst & Petworth Observer

#### **Full Council Meeting**

The next full council meeting will take place on Tuesday 23rd November 2021

#### **Surgery Dates**

27<sup>th</sup> November, Stag Inn, Balls Cross

11<sup>th</sup> December, Onslow Arms, Loxwood

#### **207. Correspondence.**

It was noted that a letter had been received from Cllr Eileen Lintill, Leader of Chichester District Council, outlining CDC's position on water neutrality and permitted developments.

#### **208. Chairperson's Announcements**

A memorial service had been held for the late Reverend Pauline Lucas on Saturday 13<sup>th</sup> November which had been very well attended. A memorial bench would be purchased, to be located in the recreation ground.

It was noted that a new National flag and West Sussex flag had been purchased.

A local resident had asked if it would be possible to organise resilience training for anyone who would like to attend.

#### **209. COVID-19 Update**

It was noted that ward numbers were below national average and receding. The vaccine uptake in the ward was higher than the national average.

#### **210. 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.

A Finance Committee meeting was scheduled for 8<sup>th</sup> December 2021.

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## **211. Authority Monitoring Report**

It was noted that the Authority Monitoring Report was due at the end of November.

## **212. Planning:**

### **SDNP/21/04858/FUL – Case Officer: Beverley Stubbington**

William Griffiths and Gerald Hunt

Retrospective planning application for the conversion of a former cricket pavilion into a holiday let.

Former Cricket Pavilion, The Old Coach House, Hawkhurst Court, Kirdford, Billingshurst, West Sussex, RH14

OHS

Grid Ref: 502593 123241

Decision Due: 19 November 2021

<https://planningpublicaccess.southdowns.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

**The Parish Council gratefully received and noted representations and documentation provided on this planning application.**

The Parish Council's subsequent discussions concluded that the best and fairest balance of the evidence provided by both sides still resulted in policy matters specific to the environment and businesses within the SDNP.

### **ENFORCEMENT NOTICES**

None received.

### **Decisions**

None received.

## **213. SDNPA Call for Nature Sites**

Councillors noted this pilot project seeking to identify potential land that could contribute to nature recovery across the South Downs National Park.

It was agreed that Cllr J Nicholls would help identify potential sites which could be considered where new wildlife habitat could be created.

## **214. Street Naming Consultation – Development by Martin Grant Homes. East Side of Plaistow Road, Kirdford**

Chichester District Council's Address Development Officer had notified KPC that the road leading directly from Plaistow Road could possibly be named Oakside or possibly Oakside Avenue. Confirmation of this was awaited from CDC.

## **215. Townfield Meadows**

There was no update. The decision date for this application was due in December. CDC had been contacted on 22<sup>nd</sup> September for confirmation, but to date no response had been received.

## **216. Planning Enforcement / TPOs**

It was noted that CDC's Planning Enforcement Officer had closed the file on application number 99/01427/FUL as they considered it to be out of time.

TPOs would be sought in locations around the village where it was thought that the trees were under threat.

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**217. Great Common Pavilion**

There was no update on this item.

**218. Neighbourhood Plan Update**

There was no update on this item.

**219. Bonfire Night**

The Chair thanked all involved for their hard work in making the bonfire night celebrations a very successful event.

**220. Jubilee Celebrations**

It was noted that a meeting would be arranged for January 2022 to discuss this item further.

**221. Health & Safety**

It was noted that a bench by the play area on Butts Common had become loose. It was agreed to ask a local contractor to re-install it.

Further quotations would be sought for works to be undertaken in School Court play area.

**222. Date of next meeting: 17 January 2022 at 7.30pm.**

17 January – this meeting to be held in the Chapel.

21 February

21 March

19 April (Tuesday) after Easter Bank Holiday

16 May

20 June

18 July

19 September

17 October

21 November

**223. Matters for Consideration at the Next Meeting**

None

*Amanda Gillett*  
Chairman

*17-01-22*  
Date