

Minutes of the Parish Council Meeting
held at Kirdford Village Hall on Monday 19th January 2026 at 7.30pm

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

In attendance: Cllr Mr G Evans, Cllr Mrs J Duncton

1. Apologies for Absence: None

2. Disclosures of Interest:

None

3. Public Participation:

There was one member of the public in attendance.

4. Approval of Meeting Minutes

To resolve that the minutes of the Parish Council Meeting held on 19th November 2025 be signed as a correct record.

5. Reports from District and County Councillors

Cllr Gareth Evans / Cllr Charles Todhunter

Foxbridge Golf Club – The application for the wellbeing and leisure development at the former Foxbridge Golf Club is now scheduled to come before the February CDC Planning Committee Meeting (subject to agenda changes). Gareth and I continue to support the Parish Councils in opposing this application, which is not suitable for the area and our infrastructure. As this is a longstanding application and I have already given a clear opinion, I will not be able to participate in the Planning Committee debate as I am considered ‘pre-determined’.

Local Government Reorganisation – As you will be aware, the Government has confirmed that the mayoral elections that were scheduled for May 2026 have now been postponed until May 2028. They have also invited Councils who were due to have Local Elections in May 2026 (eg. West Sussex County Council) to set out their views on potentially postponing these too. It is our view that these Elections should go ahead as planned as they were already delayed by one year in 2025. CDC have confirmed that we are ready and have the appropriate resources to run these elections, whilst continuing to deliver to the Government’s LGR timeline.

CDC Wide Updates

Development Management Team (Planning)

Following the Development Management Service Review that took place in 2025, work is continuing to implement the resultant action plan. This includes a restructure of the Development Management service into two area-based teams. Instead of teams covering ‘Major’ or ‘Minor’ applications, teams will now cover

either the East or West of the District. For capacity reasons, the 'West' team will also cover the North of the District, including Loxwood Ward. In addition, following the recent resignation of Katie Stephens, Jeremy Bushell has been appointed to the role of Development Manager.

Household Support Fund

Residents of Chichester have been allocated up to £100k to help vulnerable households struggling with the rising cost of living. Support is available for school clothing, energy bills, crisis prevention (white goods, furniture, emergency food) and rent arrears. Support is provided in the form of vouchers to be used to help with these costs. For full details of eligibility and to apply, visit the following West Sussex County Council web page: <https://www.westsussex.gov.uk/leisure-recreation-and-community/household-support-fund/> or telephone 0330 222 7980

Food Waste Collections

Preparations for our new food waste collection service are well underway. Five new vehicles have already arrived, and we've been busy keeping residents informed through regular communications. In February, we will be placing information directly on residents' bin handles – explaining what residents can expect when the service launches in spring 2026. We also encourage people to download our Chichester District Council app, which will provide live updates during the service roll out, including container delivery and collection start dates.

Surgeries

Cllr. Gareth Evans is available to meet residents face to face via one of his regular surgeries. Gareth will be available at the advertised venues from 12pm-2pm:

January: Saturday 10th, Onslow Arms Loxwood, Saturday 24th, Kirdford Stores

February: Saturday 7th, Northchapel Club, Saturday 28th Stag Inn Ebernoe

March: Saturday 7th Wisborough Green (Old Mill Café)

6. Correspondence

Correspondence had been received by an anonymous resident regarding a tree along Village Road.

The newly placed signs at the entrance to Orchard Park had been reported as being lit overnight.

7. Chairperson's Announcements

The Chair reported that Councillor Peter Flint had resigned.

It was with great sadness the Chair announced the passing of David Parker, a long-standing resident of the village, and wished to pass on condolences to his wife Tracey and daughter Laura. David's funeral would be held on Friday 30th January in St John the Baptist Church, Kirdford.

It was noted that the tittern between Village Road and Townfield had still not been resurfaced by Hyde Housing. Cllr Evans would investigate.

8. Finance

- a) Bank Reconciliation – this was approved
- b) Summary of receipts and payments – this was approved
- c) Payments for approval – these were approved

Grant application from Tyler's Trust. This was agreed in the sum of £300

Grant application from Kirdford Recreation Ground Committee. This was agreed in the sum of £500.

9. Planning

Local Plan/Neighbourhood Plan

KD/25/02220/DOM Idolsfold House Kirdford Billingshurst West Sussex. Replacement ancillary outbuilding to provide home office, garden space, shower and storage. No objection. Comments submitted under Scheme of Delegation.

KD/25/02464/ELD Applewood Farm (Formerly Waresley House) Scratching Lane Kirdford Billingshurst Certificate of Lawfulness for occupation of Applewood Farm and ancillary annexe in non-compliance with agricultural occupancy conditions of Planning Permission KD/62/86, KD/8/87 and KD/95/02162/DOM. No objection. Comments submitted under Scheme of Delegation

25/02626/TCA | Notification of intention to reduce height and all sectors/widths (back to previous pruning points) on 1 no. Weeping Willow (T1). | The Angle Cottage Village Road Kirdford Billingshurst West Sussex RH14 OLX. No objection. Comments submitted under Scheme of Delegation.

25/02806/TPA | Remove 3 no. lower limbs (1 no. on the north sector and 2 no. limbs on the south-east sector) on 1 no. Oak tree (T1) subject to KD/96/00588/TPO. | Playground New Barn Kirdford West Sussex. No objection. Comments submitted under Scheme of Delegation.

SDNP/25/04484/HOUS | Proposed changes to existing front garage elevation removing pillar between the 2 no. leftmost garage entrances and install 1 no. new larger insulated garage door to fit the gap and replace third garage entrance to match. | Willow Cottage Hawkhurst Court Kirdford West Sussex RH14 OHS. . No objection. Comments submitted under Scheme of Delegation.

KD/25/02462/COU Bridgefoot Meadows Glasshouse Lane Kirdford Billingshurst Use of land as private gypsy site (2 caravans) - Variation of Condition 2 (Occupants) of Planning Permission KD/06/05584/COU (APP/L3815/A/08/2065822/NWF) for parents sole use to be changed to allow son and family members to occupy the site as main residence. Objection. Comments submitted under Scheme of Delegation.

SDNP/25/04686/HOUS Stroods , A272 Croucham Lane To Linfold Road, Strood Green, Kirdford, West Sussex, RH14 OHL. Single-storey side extension to existing oak framed kitchen extension. No objection.

KD/25/02694/FUL - Other Dev - Change of Use: Conversion of ground floor office and first floor flat into 1no. dwelling with associated works. 79 Townfield, Kirdford, Billingshurst, West Sussex, RH14 ONA. No objection.

KD/25/03037/LBC - Other Dev - LBC's Alter/Extend. Alterations to existing barn and relocation of oil tank. Proposed replacement barn doors, glazed screen and doors to midstrety. High Barn Farm, Plaistow Road, Kirdford, Billingshurst, West Sussex, RH14 OJS. No objection.

25/02944/DOM | Demolition of existing structures. External alterations to old threshing barn and the alteration, conversion and extension of the old dairy into a self-contained residential annexe, with associated landscapng. | Boxalland Farm Village Road Kirdford Billingshurst West Sussex RH14 OND. No objection.

25/02945/LBC | External alterations to old threshing barn and the alteration, conversion and extension of the old dairy into a self-contained residential annexe. | Boxalland Farm Village Road Kirdford Billingshurst West Sussex RH14 OND. No objection.

SDNP/25/05144/CND Conversion of former cricket pavilion into a holiday let (retrospective) - (for removal of Conditions 4 (Removal of Permitted Development rights) and 6 (Water Neutrality) from Planning Permission **SDNP/23/01730/FUL**). Condition 4 is relevant, Planning Officer to assess. Agree removal of condition 6 re water neutrality.

25/02981/FUL | Construction of 1 no. industrial unit for B2 use. | Sussex Game Farm Scratching Lane Kirdford Billingshurst West Sussex RH14 OJN. No objection.

26/00020/DOM | Erection of new storage barn. | High Barn Farm Plaistow Road Kirdford Billingshurst West Sussex RH14 OJS. No objection.

DECISIONS

The following CDC decisions were noted:

25/01573/FUL | Change of use of agricultural barn to a mixed use of equestrian, farrier/forge use and agricultural use and the erection of a lean-to, installation of a chimney and water storage tank. Creation of a manage (part-retrospective application) | Land North Kirdford Road Boxalbrook Farm Wisborough Green West Sussex RH14 OJH PERMIT

KD/25/02421/DOM 2 Packhouse Cottages Village Road Kirdford Billingshurst West Sussex RH14 ONU. A loft extension with a 1st floor side extension. PERMIT

KD/25/01707/DOM Churchlands Farm Village Road Kirdford Billingshurst West Sussex RH14 OLU
Erection of front porch, rear raised deck and alterations to dwelling. Erection of porch and alterations to existing garage/annexe including conversion of garage to habitable room. PERMIT

KD/25/02006/FUL Sussex Game Farm Scratching Lane Kirdford Billingshurst West Sussex RH14 OJN
Construction of 1 no. industrial unit for B2 use. PERMIT

KD/25/02464/ELD Applewood Farm (Formerly Waresley House) Scratching Lane Kirdford Billingshurst West Sussex RH14 OJN. Certificate of Lawfulness for occupation of Applewood Farm and ancillary annexe in non-compliance with agricultural occupancy conditions of Planning Permission KD/62/86, KD/8/87 and KD/95/02162/DOM. REFUSE

SDNP/25/04023/FUL The Old Coach House , Hawkhurst Court, Kirdford, West Sussex, RH14 OHS Construction of an agricultural/equestrian storage building. PERMIT

KD/25/02220/DOM Idolsfold House Kirdford Billingshurst West Sussex RH14 OJJ Replacement ancillary outbuilding to provide home office, garden space, shower and storage. PERMIT

KD/25/02806/TPA Playground New Barn Kirdford West Sussex Remove 3 no. lower limbs (1 no. on the north sector and 2 no. limbs on the south-east sector) on 1 no. Oak tree (T1) subject to KD/96/00588/TPO. PERMIT

Enforcement Notice – none received.

10. Great Common Pavilion Update

DMA Building Design were re-doing the drawings

11. Village Sign

The sign and bench slats were completed.

12. Drains, Grips, Ditches & Gullies

No update.

13. Footpaths

Cllr Vernon reported that the Access Ranger would be visiting to undertake any footpath issues which needed to be reported by the end of the month.

14. Speed Limits Plaistow Road

Cllr Campbell to contact Oliver King at West Sussex County Council for assistance.

15. Health & Safety

Some residents had reported that there were aggressive dogs approaching the fences along the Heron's Farm footpaths.

16. Public Participation

No further participation.

17. Date of next meeting: 16 February at 7.30pm at Kirdford Village Hall.

18. Matters for Consideration at the Next Meeting

None

19. Confidential Matters

None

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Chairman

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Date