

**Minutes of the Parish Council Meeting**  
**held at Kirdford Village Hall on Monday 20<sup>th</sup> April 2026 at 7.30pm**

**Present:** Cllr Mrs A Gillett  
Cllr Mr T Brooks  
Cllr Mr A Campbell  
Cllr Mr A Persson  
Cllr Mr A Vernon

**In attendance:** Cllr C Todhunter

**57. Apologies for Absence:** Cllr Mr G Evans, Cllr Mrs J Duncton, Cllr Mr T Piedade, Cllr Mrs N Goddard

**58. Disclosures of Interest:** Cllr Mr T Brooks declared a non-registrable interest in item 8, Grass Cutting Quotes.

**59. Public Participation:** There were no members of the public in attendance.

**60. Approval of Meeting Minutes**

To resolve that the minutes of the Parish Council Meeting held on 16<sup>th</sup> March 2026 be signed as a correct record.

**61. Reports from District and County Councillors**

**Cllr Gareth Evans / Cllr Charles Todhunter**

**Local Updates**

**Foxbridge Golf Club** – It is now confirmed that this application will come before the Planning Committee on 15<sup>th</sup> April. Disappointingly it is recommended for approval, despite all of the sound and well-prepared local objections. Officers consider the economic benefits outweigh the harms.

Gareth and I intend to object on the day (subject to me being allowed to speak – I am ‘predetermined’ having voted against the application at Loxwood Parish Council before being elected to CDC and will not be allowed to be on the Committee for this item).

**Planning Enforcement** – We are assisting locally with a number of Planning Enforcement cases. Please let us know if there is anything you would like to bring to our attention or need help with.

**Local Businesses** – We were pleased to see the re-opening of the Forester’s Arms in Kirdford recently. Gareth and I are proud to support our local shops, cafés and businesses and hope other residents continue to do so too!

**Heating Oil Costs** – We are aware that many people across the Ward may be struggling with the increased costs of heating oil. If you are in this position, please contact the West Sussex Crisis and Resilience Fund, who are distributing Government support for those affected:  
<https://www.westsussex.gov.uk/leisure-recreation-and-community/crisis-and-resilience-fund/>

**Local Government Reorganisation** – We were expecting the decision on the future structure of West Sussex’s Unitary Councils in mid-March, however the Government have decided to postpone this decision for Sussex until after the May elections! They plan to run another consultation, this time on a revised proposal that would combine Chichester, Mid-Sussex, Horsham and Crawley into a proposed new Unitary Authority and Arun, Adur and Worthing into another Unitary Authority, plus some changes

to expand the footprint of Brighton. This is incredibly frustrating as the decision has been delayed, however the overall timeline for re-organisation stays the same. Whilst this structure may be better for Chichester District in the long run, it was not an option that originally fit the criteria set out by Government! We will share the consultation link once it goes live.

## **CDC Wide Updates**

**Food Waste Collections** - The roll-out of our new household food waste collection service is progressing well since it began on time and on schedule last month. To date, over 25% of the district have now received their food waste starter packs, and the first collection round has started. Uptake has been high, meaning there have been some teething delays, but please bear with the crews as the rounds settle down. If you have not received your bins yet and collections have started in your area, please report this here: [www.chichester.gov.uk/article/40671/Report-a-foodwastebin-delivery-issue](http://www.chichester.gov.uk/article/40671/Report-a-foodwastebin-delivery-issue)

**Chichester Wellbeing Service** – The council is looking to extend our Wellbeing Service, which is delivered in partnership with West Sussex County Council. The offer includes weight management, stop smoking, physical activity classes, blood pressure checks and NHS Health Checks. Over the last year the service has introduced several new programmes and continues to go from strength-to-strength. To access any of these services, please visit: <https://chichester.westsussexwellbeing.org.uk/>

**Supporting You Team** - The Supporting You Team continues to make a real difference to residents and the success of this team is very evident. A budgeting calculator is available for residents: [www.chichester.gov.uk/benefitsandbudgetingcalculator](http://www.chichester.gov.uk/benefitsandbudgetingcalculator). This can be used by residents to self-serve or to work with a Supporting You Officer to identify budget changes and quick wins such as applying for discounts and benefits or accessing social tariffs.

## **Surgeries**

Cllr. Gareth Evans is available to meet residents face to face via one of his regular surgeries.

Gareth plans to start the next round of his surgeries from May. Look out for the dates on Facebook or in our next update.

**62. Correspondence** - None received

## **63. Chairperson's Announcements**

The Chair and Cllr Mr A Persson would be attending a reception hosted by the Chair of Chichester District Council, Councillor Clare Apel, at her Celebration of Community Partnerships reception.

The Chair was organising a reunion for the staff and students of Kirdford Junior School to mark the 25<sup>th</sup> anniversary of its closure.

## **64. Finance**

- a) Bank Reconciliation – this was approved
- b) Summary of receipts and payments – this was approved
- c) Payments for approval – these were approved
- d) Risk Assessment - this was approved with minor amendments

Kirdford PCC Grant Application. It was agreed to grant the PCC £1500 towards the upkeep of the Churchyard.

KSS Air Ambulance. It was agreed to grant KSS £400 towards the air ambulance.

Grass Cutting Quotes. It was agreed to award the works to BTK Maintenance. Cllr Mr T Brooks abstained.

## 65. Planning

### Local Plan/Neighbourhood Plan

**21/00466/OUT** | Outline Application (with all matter reserved except Access) for the development of up to 50 new homes, of which 40% would be affordable, new vehicular access and associated parking and landscaping | Land West Of Cornwood Townfield Kirdford West Sussex. No update. S106 Agreement discussed, to be added to future agenda.

**26/00508/PA3M** | Prior notification for conversion of ground floor commercial unit to 1 no. dwelling (ground floor flat) | 79 Townfield Kirdford Billingshurst West Sussex RH14 0LT. Comments submitted under scheme of delegation. No objection.

**26/00484/DOM** | Conversion of existing detached garage to habitable accommodation linked to replacement single storey rear extension on main dwelling, and associated works. | 21 Townfield Kirdford Billingshurst West Sussex RH14 0LZ. No objection.

**SDNP/26/00691/HOUS** | Replacement of existing septic tank with new package treatment plant. | Hartsmere A272 Croucham Lane To Linfold Road Strood Green Kirdford West Sussex RH14 0HN. No objection.

**26/00466/TCA** | Notification of intention to fell 1 no. Silver Birch tree (1) and 1 no. Ash tree (8) and crown reduce by 25-30% and crown thin by 15% on 6 no. Apple trees (2-7) | Half Moon Inn Glasshouse Lane Kirdford Billingshurst West Sussex RH14 0LT. No objection.

### DECISIONS

The following CDC decisions were noted:

KD/26/00049/TPA Oakfield House Village Road Kirdford Billingshurst West Sussex RH14 0NU  
Reduce east sector by 3m, reduce west sector by 0.5m and crown lift by up to 4m - removal of lowest eastern large lateral (above ground level and over road) on 1 no. Oak tree (T1) subject to KD/98/00593/TPO. PERMIT

KD/26/00373/TCA Bridgefoot Cottage Glasshouse Lane Kirdford Billingshurst West Sussex RH14 0LP.  
Notification of intention to crown reduce by 2m (all round) back to previous pruning points and crown thin by 20% on 1 no. Bramley Apple tree (T2). NOT TO PREPARE A TREE PRESERVATION ORDER

25/02944/FUL | Change of Use of Threshing Barn and Old Dairy Buildings to Ancillary Residential Use, Creating a Self-contained Annexe and Ancillary Storage, including the Demolition of Existing Structures, External Alterations to the Retained Buildings and Associated Landscaping. | Boxalland Farm Village Road Kirdford Billingshurst West Sussex RH14 0ND PERMIT

25/03028/FUL | Demolition of barn and greenhouse. Erection of 2 no. detached dwellings and associated works (alternative to 25/00424/PA3Q). | Churchlands Farm Village Road Kirdford Billingshurst West Sussex RH14 0LU REFUSE

**Enforcement Notice** – none received.

## 66. Resilience Plan

The Clerk produced a draft resilience plan for consideration. Cllrs to read and mark-up any edits for next meeting.

**67. Great Common Pavilion Update**

Artists impressions and soil samples awaited.

**68. Drains, Grips, Ditches & Gullies**

No update.

**69. Footpaths**

No update.

**70. Speed Limits Plaistow Road**

Oliver King from West Sussex County Council had agreed to meet with councillors in Kirdford to discuss speed restrictions.

**71. Health & Safety**

No update.

**72. Public Participation**

No participation.

**73. Date of next meeting: 18 May at 7.30pm at Kirdford Village Hall.**

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

Resilience Plan  
Land Assessment SDNP

**75. Confidential Matters**

None

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Chairman

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Date