

LAVANT PARISH COUNCIL MEETING MINUTES

7th February 2023

Lavant Memorial Hall, Lavant

E-mail: clerk@lavantparishcouncil.co.uk

In attendance:

Councillors Goldsmith, Quest, Pickford, Tucker, Reynolds, Newman
Clerk Hannah-Louise O'Callaghan

Public Present – 4

1. Apologies for absence

Apologies were received and accepted from Cllrs Aldridge, Kuchanny and County Cllr Hunt

2. Public Session

Thanks were given to Cllrs Pickford and Reynolds for the time spent on the Sports field. It was noted that the Neighbourhood is happy with the plans.

3. Declarations of Interest and Dispensation Requests

- i. To receive declarations of interest from councillors on items on the agenda
None
- ii. To receive written requests for dispensations for disclosable pecuniary interest
None
- iii. To grant any requests for dispensation as appropriate
None

4. To receive and approve the minutes of the Council meeting held 17th January 2023

On a **proposal** by Councillor Reynolds and **seconded** by Councillor Tucker, it was **RESOLVED** that the Minutes of the meeting held on 17th January 2023 be ratified and be accepted as a true record of proceedings. The minutes were signed accordingly.

5. Update on outstanding actions brought forward from previous meeting: -

- a) River Bridge /Footpath update
None
- b) CCTV Policy
None
- c) Update on repositioning of playground bin
Cllr Newman reported that a small bin has been installed outside the new Sports field. This has freed up another larger bin which has been installed above the bank. The previous bin is still missing.
- d) EV charging update
Council asked to remove this item from the agenda

6. Brief Q & A from County Councillor on his report affecting this Parish

None

7. Brief Q & A from District Councillor on his report affecting this Parish

None

8. Chairman's Report

- Eastmead Update – Cllr Pickford reported that correspondence regarding the demolition on site has gone quiet. SDNPA do not appear to be taking matters any further at this stage.
- Sewage – It was reported that Cllr Pickford has received an update in the form of a letter from Steven Court which has been shared with the Council and a response drafted. It is stated that the WWTP has no spare capacity (agreed joint statement CDC and SW) and work is ongoing to replace and update the reed bed. SW have indicated that they would like to upgrade the storm tank cavity and future full flow to Treatment by 100%. Cllr Pickford has requested a copy of the Drainage and Waste Water Management Plan. The Council agreed that the Eastmead Estate should not be discharged until this issue is sorted out.

Discussion took place around the plan will which not come online until 2027-30 at the earliest. It was noted that the response from SW gave no indication on infiltration reduction plans going forward and target levels for flow rates in wet conditions. The Council questioned why houses are being built before the issue of capacity is finalised. It was also noted that SDNPA are currently revising their Local Plan and therefore it is unclear as to how the SW plan can accommodate new houses at this stage without a full understanding of what will be required.

9. Sports Field – to review proposal regarding 'Hire Arrangements for Lavant Sports Field'

Discussion took place around the Sports Field hire arrangements which were previously circulated. The Council reviewed the Hire agreement, and some changes were suggested which Cllr Tucker incorporated with Council agreement during the meeting to reflect concerns regarding bookings in the future, the administration of the bookings via the Memorial Hall booking clerk and the wording of the hire agreement.

After much discussion it was agreed that the hire agreement would be reviewed and updated as necessary as the facilities were used more.

Discussion took place around the use of the Sports Field by Bosham. David Kent, representing the football club commented that Bosham have agreed to pay to use the pitch however at this stage no financial transaction has taken place. It was noted that Bosham vets play every other week on the pitch.

It was asked that the football club have sole use of the pitch from August – May on Saturdays as it is often difficult to plan matches ahead due to numerous last-minute changes. It was agreed that at present this is not a problem as the Sports Field is not available for hire. This can be reviewed in the future as necessary.

Discussions took place around the setting up of the pitch and the cleaning of the changing rooms when the Sports Field is hired out. It was noted that at present there is no plan to hire out the Sports Field until the pitch is well established however Cllrs Reynolds and Aldridge will hold a further separate meeting with the football club to iron out the practicalities.

Much discussion took place around the safety of crossing the road with the Council noting that it is dangerous for children in particular and cars travel too fast along that section of road. Cllr Pickford noted that the developers have not yet finished and part of their agreement is to look at the crossing alongside West Sussex County Council. It was noted that this must be a priority and pressure must be put on WSCC to provide traffic calming measures.

It was noted in the discussions that LPC have done a lot to support the Sports Field and football club and will continue to support football within the village.

Cllr Reynolds asked the Council to approve the resolution on the hiring conditions of Lavant Sports Field taking into account the changes made within the meeting. **The resolution was proposed, seconded and UNANIMOUSLY agreed by the Council.**

The Council discussed the need for a risk assessment to be done for insurance purposes. David Kent responded that he would be able to carry this out as well as providing details of the football clubs public liability insurance.

10. School Carpark

No update

11. Local Transport Improvements

No update

12. Village maintenance and other concerns

- **Bus Shelter**
Cllr Newman suggested that a small team be put together to review each bus shelter and come up with a plan for costing the necessary work. Cllr Goldsmith will work with Cllr Newman and look to take this project over in the future. It was noted that volunteers are needed to go and look at each bus shelter and draw up an individual plan for each.
- **Completion of Memorial Hall Carpark**
It was noted that Sunley have not yet finished and Cllr Newman will meet with the site manager and report back to the Council. Cllr Tucker asked about the legal ownership of the public open spaces, and it was confirmed by Cllr Newman that the developers have already been in contact regarding the transfer of the public open spaces to Lavant Parish Council. Cllr Reynolds noted that the information board has not yet gone up and several changes have been made to the original plan.

13. Clerks Summary of Correspondence Received

The Clerk reported that the following correspondence had been received and asked for comment as appropriate:

- Think18 use of Village Green 17th Feb
Council approved the use of the village green on 17th February by Think18. It was noted that as they do not have a cheque book the Council were willing to forgo the security deposit on the understanding that any damage would be assessed and paid for as necessary by Think18. Think18 have already used the green on numerous occasions without any damage occurring.
- Fete Committee Finances
The Clerk handed over a banking mandate to allow the Treasurer of the Fete Committee to have online access to the accounts. It was noted that the Clerk no longer manages the Fete Committee accounts and this is done by the treasurer Sarah Newman.
- Memorial Bench request
Council agreed the request to install a memorial bench by the playground and asked the Clerk to forward the policy to the applicant
- Food Van for wedding on 13th May
The Council agreed that subject to the necessary insurances being in place and the removal of all rubbish from the site, they were happy to let this go ahead as there was no commercial activity taking place.
- Update on CIL projects for SDNPA
Clerk to submit the CIL updates

14. Finance

- a) To note receipts and recommend approval of February payments (Appendix A)
Council reviewed the payments. **Cllr Newman** proposed to accept the payments, this was seconded by **Cllr Tucker**
- b) To approve the Bank reconciliation for January (attachment)
Council reviewed the bank reconciliation. **Cllr Pickford** proposed to accept the bank reconciliation, this was seconded by **Cllr Goldsmith**

15. To comment on and review planning applications and delegated decisions

Council noted the following decisions:

Decisions:

SDNP/22/05530/HOUS

Proposal: Retrospective boundary treatments

Location: 13 Northside, Mid Lavant, Chichester, West Sussex, PO18 0BX

Decision: APPROVED 20th Jan

SDNP/23/00038/BBPN

Proposal: Electronic Communications Code (Conditions and restrictions) Regulations 2003 (as amended) Regulation 5 - to install fixed line broadband electronic communications apparatus consisting of 1 no. 9m pole

Location: Land South East of 62, Midhurst Road, Lavant, West Sussex

Decision: NO OBJECTION 20th Jan

SDNP/23/00160/BBPN

Proposal: The Electronic Communications Code (Conditions and restrictions) Regulations 2003 (as amended) -Regulation 5 Notice of Intention to Install Fixed Line Broadband Apparatus of 2 no. 10m wooden poles

Location: Chilgrove Road, Lavant, West Sussex, PO18 9HL

Decision: NO OBJECTION 20th Jan

New Applications for Comment:

Case Number: SDNP/22/05619/FUL

Location: The Cottage West Lavant Road Lavant

Proposal: Conversion and extensions (2.5 storey to north and 2 no. single storey north) to provide 6 no. dwellings with associated amenity space, landscaping and parking. Associated bin and cycle stores

Cllr Tucker circulated a proposal in advance of the meeting to all councilors (appendix B) in which the Council objected to the proposed application on the basis of it not meeting the criteria for affordable housing and it also does not align with the Neighborhood Plan. After consideration the Council voted **UNANIMOUSLY** to ask the Clerk to submit comments objecting to the application.

SDNP-22-05985-DCOND

The Council discussed the proposal to lift the conditions on the above application and it was after much discussion the Council asked the Clerk to submit the following comments: "The Parish Council would like to draw SDNPA's attention to the fact that LPC queries the Discharge of Condition as no planning application has been made for a Helicopter landing pad in the car-park, as marked on the attached plan. It is an addition to the original application.

On this basis LPC do not support the Discharge"

The Council agreed **UNANIMOUSLY** to ask the Clerk to submit the comments as above.

16. Items for inclusion on next agenda

- Disposal of goal posts
- Traffic Calming Measures
- Speed watch report
-

17. Date of next Lavant Parish Council meeting 14th March 2023

The meeting closed at 20.59

Appendix A

FINANCIAL REPORT PREPARED 31/01/23						
RECEIPTS:						
DATE	REF	PAYER	DESCRIPTION	COST CENTRE	AMOUNT	VAT
20/01/2023		P Miller	Green Hire 1/4/23		£ 25.00	
CREDIT					£ 25.00	
PAYMENTS:						
DATE OF REGULAR DD	PAYMENT METHOD	PAYEE	DESCRIPTION	COST CENTRE	AMOUNT	VAT
03/02/23	DD	Scanstation	Microsoft License (Dec)	IT	£ 43.68	7.28
30/01/23	DD	NEST	Clerk Pension	Clerk	87.59	
07/02/23	DD	Allstar	Tractor Fuel	Fuel	£ 64.25	10.71
05/02/23	DD	Barclaycard	Monthly Payment - acc in credit	Stationery	14.48	
PRE-AUTHORISED PAYMENTS						
23/01/23	BACS	Ernest Doe & Sons	Tractor Service and Parts	Equipment Maintenance	£ 1,109.15	168.20
APPROVAL DATE						
07/02/23	BACS	Goodrowes	Annual service and parts Stihl	Equipment Maintenance	£ 161.15	26.87
07/02/23	BACS	Landbuild	Drainage works - Shop Lane	Operation Watershed - Highways	£ 21,094.27	3515.71
07/02/23	BACS	SLCC	Membership Fee Renewal	Membership & Subs	£ 146.00	
07/02/23	BACS	WSCC	Clerk Salary	Clerk Salary	£ 1,256.78	
07/02/23	BACS	HL O'Callaghan	Clerk Expenses	WFH/Travel	£ 52.00	
07/02/23	BACS	Mulberry & Co	RFO Services January	Locum	£ 231.00	38.50
07/02/23	BACS	Goodrowes	Annual Service Stihl Brushcutters	Equipment Maintenance	£ 219.75	36.63
TOTAL					£ 24,480.10	£ 3,803.90

Case Number: SDNP/22/05619/FUL

Location: The Cottage West Lavant Road Lavant

Proposal: Conversion and extensions (.5 storey to north and 2 no. single storey north) to provide 6 no. dwellings with associated amenity space, landscaping and parking. Associated bin and cycle stores.

Final Comments and proposal

1. The site **is within the boundary of the LNDP**. There is no reference or acknowledgment in the PA that I can find to negate the need for compliance.
2. As the proposed development is within the curtilage of the LNDP area LNDP 2.08 **the policies of that plan must prevail**.
3. The focus of the LNDP (para 2.08) was on the existing settlements of East and Mid Lavant as the most appropriate location for development. Thus, whilst the settlement boundary has included those areas it was not considered that West Lavant was appropriate for major development, although West Lavant is clearly a settlement area.
4. There is a clear requirement within the LNDP for 1 and 2 bedroom dwellings **as well as for affordable housing (LNDP7) which are not incorporated in the PA**
5. **Policy LNDP25** recognises that over the life of the LNDP small sites within the settlement boundaries of Lavant will become available, typically these will be previously developed land ('windfall sites'). Whilst not within the LNDP defined settlement boundary West Lavant is clearly an area of settlement.
6. The LNDP defined **small scale housing development as schemes of 5 or fewer dwellings**. In addition site coverage should not cause over-development in comparison with the development of neighbouring plots and that any development should retain the residential amenity of the neighbours.

7. **LNDP6** sets development principles for new development '*wherever it is located*'. If within the settlement boundary, larger (than 5 dwellings) unallocated developments may be considered appropriate.
8. When agreeing the housing quota that is provided for in the LNDP and SDNPA plans with SDNPA, it was mutually agreed that the 2 plans would differ. At the time SDNPA had included 20 houses in their own plan (their original plan was for zero.) However LNDP's housing needs survey persuaded SDNPA to up their game and the SDNPA signed off the LNDP with a somewhat larger requirement. **Thus, the 20 dwellings referred to in the PA have *already* been used up as part of Eastmead and Pook Lane developments.**

CONCLUSION

LPC commends the design rationale of the PA in both its generality and in its detail, as the hotchpotch of various building works over the years would be made into a more cohesive form of sustainable development and acknowledges that the project does provide additional 1 and 2 bed accommodation

However, it is proposed that the LPC does not support the current Planning Application for the following reasons:

1. The **PA does not acknowledge or comply with the policies of the LNDP although it is within the boundary of the LNDP**
2. The **threshold above which affordable housing is required as part of any development is generally 5 or more** (also referred to in the LNDP) and will be a concern to both SDNPA and CDC as well as being non-compliant with the LNDP.
4. Clarification is lacking on whether the proposed housing is intended solely for the use of Lavant House Academy and its related activities, or whether the intention is to sell the properties as '**open market**' housing outside the curtilage of Lavant House Academy. If the latter, this development would add to the available required housing stock of Lavant. The use of the newly created properties as holiday lets or 2nd homes would never be condoned as it would detract from the community of Lavant as a whole.

Footnote:

The proposed development is within the **boundary of the West Lavant settlement** (ie the built area and related open space) even if it is not the settlement boundary referred to in the LNDP.

LT/NR
04.02.23