

LAVANT PARISH COUNCIL
Minutes of the Lavant Parish Council
TUESDAY 12th October 2021 AT 7.00pm,
Lavant Memorial Hall Green Room

In attendance:

Councillors Aldridge, Ings, Kuchanny, Goldsmith, Newman, Quest, Reynolds, Tucker.
Clerk Dawn Salter, County Councillor Hunt, District Councillor David Palmer
Public Present –none

Agenda Item 1: Apologies from Members. – Cllr Reynolds

Agenda Item 2: Public Sessions - none

Agenda Item 3: To receive and approve the Advisory Group Notes of Meeting 13th July 2021 and Minutes of Annual Electors Meeting 15th September 2021

Cllr Aldridge wished for a slight amendment to the Advisory Group notes to change word 'report' to *Councillor Tim Aldridge has drafted an objection and submitted on behalf of the Parish Council.*

Advisory Notes were amended accordingly

On a **proposal** by **Councillor Tim Aldridge** and **seconded** by **Councillor Tucker**

It was **Resolved** that the notes of the Advisory Group Meeting 13th July 2021 and minutes of Annual Electors Meeting 15th September 2021 be accepted as a true record of proceedings. The papers were signed accordingly.

Agenda Item 4: Update on matters carried forward from previous meeting:

a) Footpath Village Green

Councillor Aldridge gave a short progress update regarding consent for the new bridge. To summarise: -

He has taken advice from the SDNP advisor and submitted an enquiry clarifying whether planning permission would be required to CDC. Advice awaited to hear. A meeting with the Carpenter designer will be arranged after 23rd. The brambles are as good as a stock fence currently and any fencing will be filled in as and when needed.

Action: Councillor Aldridge

Agenda Item 5: -Report from County Councillor Jeremy Hunt

Report received with thanks.

See Appendix C

Agenda Item 6: District Councillors Report

District Councillor David Palmer reports about the 'Southern Gateway'. It will be given a special council meeting. The visionary project is hugely important to the future of Chichester City and plans to make the entrance special including a hotel, decent concert hall, art centre will be in discussion over the area. He has great enthusiasm as do Lavant councillors to improve the transport flow and flyover over the railway, requirements for new offices with retail underneath, a real 200year vision.

Cllr Tucker and Cllr Kuchanny highlighted the issue heard repeatedly from members of public to give consideration for lower business rates.

No news on the local plan.

Further discussions on Novium Museum – concept for a new History of Chichester Museum

Agenda Item 7: Chairman's Report

- **Condolences Mike Hall**

Cllr Pickford gave his condolences to the family of Mike Hall. Personally known some 20years a local person from Boxgrove and represented the conservative party in this area as the elected District

Councillor. He served on the planning committee of CDC. He was very diligent about his job and committed to turn up to meetings because he had a passion for being the local councillor. A very supportive and steady individual and thanked him for his time. Cllr Pickford would like to attend his funeral when details are known to represent Lavant.

- **Queen Platinum Jubilee Tea Party 5th June 2022**

Event planning is going ahead for the Queens platinum jubilee tea party that is being organised with some of the members councillors at present and would encourage the others to take part for the workload to be spread around.

- Cllr David Kuchanny – Logistics

- Cllr Jenny Quest – Sports

- Cllr Jenny Goldsmith – St Johns Ambulance.

The exciting news is that an Oak tree has been donated to plant into the Village Green its originated in Windsor Great Park. It has been grown to approx..5ft and as it is best to plant this side of Winter . Councillors will find a suitable royal occasion to plant it such as HRH Prince Charles 14th November – Remembrance Sunday to arrange an afternoon event and involving the family who originally grew it.

- **Traffic Survey and report**

The Speed watch team will produce the spec to meet and pull the information together from the consultant's report from the Neighbourhood plan looking at what measures can be used to improve traffic locally.

Agenda Item 8: Police Report

Policing – Cllr Goldsmith reported has been very quiet in Lavant although a number of cars parked in scenic spots including Goodwood and Kingley Vale car parks have been broken into so people should be vigilant. Our PCSO Jason Lemm continues to provide excellent support including already giving advice on parking and other issues relating to the planning of the 2022 Jubilee event.

Agenda Item 9 Environment

Environment - Cllr Goldsmith reported 3 members of the Environment Team met with Revd Martha to outline our continuing plans for increasing the biodiversity at St. Nicholas churchyard and have been given the go ahead to continue with the project. We are also working closely with CDC who are giving considerably support to increasing biodiversity throughout their area- Changing cutting regimes. There have been a number of reports by parishioners about the line of sight for motorists -agreeing to monitor height of vegetation along the southern wall of the churchyard to ensure that a balance is struck between achieving a diverse habitat and not impeding sight lines for motorists coming out of West Stoke Road coming down from the North. This should allay some of the concerns that had been expressed by parishioners.

The recent bat walk has resulted in an excellent spin-off. One of the people who attended has bought himself bat tracking/identifying equipment. His monitoring activity in the East Mead estate and Springfield Road areas under same conditions has shown eight different types of bat present in East Mead compared to three different types in the Springfield Road area. We hope that building up this kind of data and input from people in the village will not only give us better knowledge of our environment and meeting once a month. It will be useful to an independent basis of data information for planning purposes.

County councillor report has asked for a plan for possible sites to plant replacement trees. There are a number of trees that have been cut down making room for the new access to Centurion Way leading from

Meadow Close. For every tree cut down WSCC have to plant x2 trees (not in the same place). Some suggestions have been given from the Environmental Team to take advantage of the Tree Offers for donation. The Environmental team will put an article in the Lavant News to encourage the Village to nominate where new tree sites can be identified. The football field and public open space is clearly not ready as yet.

Agenda Item 10 -Clerk Report / Summary of any correspondence received

Council acknowledged the receipt of the correspondences as sent by the Clerk: -

- **Consultations - Draft West Sussex Transport Plan 2022-2036 consultation – 8th October 2021**
Chichester District Council - Strategic Wildlife Corridors Technical Consultation – 10th September - Cllr Jenny G Environmental Team
WSALC -National Resilience Strategy Call for Evidence
Gambling Act 2005 - Consultation on the DRAFT Statement of Policy 2022-2025
- **Village Green User Agreements. – None**
- a) **CDALC AGM 4th October 2021– Cllr Newman feedback**
Cllr Newman reported that there should be 60 members and only 16 turned up. A new constitution was adopted. Cllr Newman objected to it as there was anomaly on dates to add a new item on the agenda to be accepted to give 3 weeks notice and a meeting can be called within 2 weeks notice. The administration amended the document.
- b) **Mulberry Training August - November 2021 – Member Cllr D Kuchanny & Clerk request to attend the course available on *Handling Difficult People and conversation* – 11th November 10.00-12.00.**
The council agreed to the training from our training budget. Each 2-hour module is delivered by Zoom and is charged at the reduced rate of £35 + VAT per module for each WSALC members
Action: Clerk

Agenda Item 11: FINANCE Accounts

The accounts for the period ending 26th September 2021 were presented to the council and ratified by the councillors. It was **Resolved** to approve the accounts for this period.

- I. To note receipts and recommend approve monthly payments – **Appendix A**
It was **Resolved** to approve unanimously that the attached copy of the payment report including payments to be ratified and agreed on 12th October amounting to £1365.45(of which £ 29.47VAT)
- II. To Approval of September 2021 Bank reconciliation
A copy of the bank statements and bank reconciliation 26th September 2021 was made available to council members at the meeting for monitoring and reconciliation purposes.
It was **Resolved** to approve the accounts.
- III. To record the Clerk and the Chairman of Council has verified the Bank Reconciliations in line with the financial regulations to satisfy the new RFO/Clerk records are balanced.
In line with good practice, the NatWest Bank Statements were inspected and the corresponding balance initialled.

IV. Request Spend for Tree Inspection on Village Green

A request from Lavant Volunteers has come forward to engage an Arboriculturist to perform an inspection and report on the Trees on the Village Green. A copper beech is reported to be dead and requires removal and A lime Tree has dead branches at high level which may require remedial action by a tree surgeon.

The Council has agreed in this current year a budget of £1200 for trees survey and gave authority to get quotes for the consultation and any work required within that budget.

V. Request Spend for Lavant Volunteers New Ifor William trailer base

A request for spend to replace Ifor William trailer base used for essential work carried out by Lavant Volunteers.

The council gave authority to spend approx. £175 from the maintenance budget.

Agenda Item 12: Governance

I. To readopt Financial Regulations of the Council dated 2019.

Financial Regulations – to readopt the Financial Regulations dated 2019 as the Council’s Financial regulations. It was **RESOLVED** to readopt the Financial Regulations dated 2019 as the Council’s Standing Orders for the civic year 2021/22

II. To adopt Risk Assessment 2021

An updated Risk Assessment Register had been circulated to the council as the Council’s Register for 2021/22. It was **RESOLVED** to adopt the revised Risk Assessment Register 2021.

III. To readopt Standing Orders revised date 2020

Standing Orders – to readopt the Standing Orders dated 2020 as the Council’s Standing Orders It was **RESOLVED** to readopt the Standing Orders dated 2020 as the Council’s Standing Orders for the civic year 2021/22

Agenda Item 13: -Planning Applications and Delegated Decisions.

Councillors Ings and Tucker informed the Council of planning applications and / or decisions received since the last meeting.

Outstanding Planning applications Update-

Eastmeads Application Ref SDNP/18/03162/FUL: APPEAL: APP/Y9507/W/20/3257831 – NO decisions yet

Raughmere Application Ref: Impact Assessment SDNP/20/02675/OUTEIA - REFUSED

An extra objection reason was added to the planning reference regarding the Goodwood Light Aircraft Crash.

Pook Lane (Sunley/Crayfern) SDNP /20/04550/NMA: SDNP/21/02414/DCOND | Discharge of Conditions

Planning Authority has issued a request to add a section 73 variation of condition (reference SDNP/21/02287/CND) with a signed and dated endorsement could be placed on each copy of the Section 106 using the following wording:

“The obligations in this agreement relate to and bind the Land in respect of which a new planning permission referenced SDNP/21/02287/CND has been granted pursuant to section 73 of the Town and Country Planning Act 1990 (as amended)”

Council endorsed this decision and instructed by the Clerk to sign the agreement. The Clerk will send this to the local SDNP authority.

Action: CLERK

SDNP

Application: SDNP/21/04939/LIS

Location: New Barn Pook Lane Lavant PO18 0AH

Proposal: The proposal comprises two principal elements: a porch on the front elevation, and changes to the fenestration: a new infill dormer window on the rear elevation, together with alterations to the existing rear dormers and a new roof-light on the front roof slope

Decision: SUPPORT

Agenda Item 14: Any requests for items for the agenda next meeting.

Lavant Volunteers

Agenda Item 15: DATE OF THE NEXT MEETING

The next meeting will be held on Tuesday 9th November 2021 Green Room Lavant Memorial Hall 7pm

Meeting Finished at 20.00pm

Signed.....Dated.....

Appendices and Attachments

Monthly Income and Expenditure Report

Appendix A

LAVANT PARISH COUNCIL					
FINANCIAL REPORT PREPARED Oct 2021					
RECEIPTS:		Period: 16THSEPT 21 -12TH OCT 21			
DATE	REF	PAYER	DESCRIPTION	AMOUNT	VAT
PAYMENTS:		May-21			
DATE APPROVED	INVOICE NUMBER	PAYEE	DESCRIPTION	AMOUNT	VAT
12/10/21	FO079	D A SALTER	CLERK EXPENSES	£ 16.00	
12/10/21	FO080	HITACHI - DD	HP TRACTOR	£ 229.00	
12/10/21	FO081	Allstar Fuel Card - DD	Tractor Fuel	£ 132.11	22.02
12/10/21	FO082	Barclaycard - DD	Statement	£ 10.99	0.17
12/10/21	FO083	ScanStation-DD	365 microsoft license	£ 43.68	7.28
12/10/21	FO084	NEST - DD	Clerks Pension	£ 79.80	
12/10/21	FO085	WSCC	Clerks Salary	£ 758.37	
12/10/21	FO086	Lavant Memorial Hall	Green Room LPC Meetings	£ 43.50	
12/10/21	FO087	Lavant Memorial Hall	Clerk Bleaches Room	£ 52.00	
			TOTAL	£ 1,365.45	£ 29.47

APPENDIX B

Lavant Parish Council					
Bank Reconciliation as of 24/09/2021					
Current Account	24 August 2021			£	75,699.67
				total	£ 75,699.67
opening balance 1st April 20				£	67,813.23
Add Receipts in the year				£	33,599.30
Less Payments in the year				£	11,852.30
	as of 24 SEPT 21			Balance	£ 89,560.23
Less					
Reserve @ 33% of Annual Precept of £29637				£	9,780.00
				Total	£ 9,780.00
Ring-fenced funds					
Lavvoles				£	829.45
Let's walk (Footpaths)				£	1,338.03
Youth project				£	1,440.38
watershed grant				£	48.22
CIL SDNP	Allocated 45,000.00	-£	45,000.00		51362.88
				Total	£ 55,018.96
Total available funds (less ring fenced and reserve)				£	10,900.71

County Councillor Report – Jeremy Hunt
Local Issues

Meadow Close to Centurion Way Access Ramp - The old ramp was cleared during late September and I understand that plans are going well for its replacement. This is going to be a solid structure, so its will last a long time with the need for only limited maintenance. All being well, and subject to Landbuild completing another project on time, construction of the new ramp will hopefully start within the next couple of weeks. As I previously mentioned, we will be removing a very small number of trees which we will be replacing with two new trees for every one we remove. We are required to plant these at a new location and I believe the PC expressed a wish to have them planted in the parish. We expect to be providing 8 or 10 new trees. I have been asked if the PC could provide a map showing the locations of where you would like them, as we have to get approval from the arboriculturalist. I did suggest that you might like some in the new 'park area' on the Crayfern development, but of course I presume that won't be ready for planting this season. I think we could probably get a deferral. Anyway, if you could let me have a plan I would be most grateful.

A286 - Road Closure - I can only apologise about this mix up over the road closure in Mid Lavant. First of all it was going to be 16th/17th, then moved to 9th/10th - then never happened at all!! Unfortunately Portsmouth Water are one of this services that can demand road access as they wish, and we have little say. Obviously they can then change their mind without a second thought for the inconvenience they leave behind. Having organised - then re-organised - the two days it was closing, the signs were removed and nothing has happened. I'm afraid I am as much in the dark as you are. I had no notification that it had been cancelled, so I have asked the question of our highways team. When I get an answer I will update you, but in the meantime I will be discussing this at greater length with senior officers.

Flooding/Lower Lavant - I have very recently received a number of complaints from residents of Lower Road regarding the excess amount of water, mainly running from Chalkpit Lane, which causes flooding along the road, including I understand some ingress into one or two properties. I have already been in touch with Goodwood to see if we can improve run-off further up Chalkpit Lane and I am in discussions with our officers regarding the situation in lower lavant, particularly in regard to the drains. One of the issues is of course the silt that washes down in this water, which will obviously clog the drains. The other issue is of course the pattern of the very heavy downpours we get these days, which obviously exacerbates the problem. I will be liaising with the residents, but I will keep the PC updated.

CC Matters

I did a fairly comprehensive report last month so I don't have a lot to add this month. We continue to work on our budget for next year which, as I alluded to last month, is still being impacted by the impact of the pandemic. Of course we are now seeing a lot of other pressures looming, such as fuel prices, the pressure on our supply chains by the shortage of HGV drivers - as mentioned above - and not least the looming spectre of inflation. So this will all have a detrimental impact on all our budgets, not just the CC.

Just to give you an idea of the breadth of our work, here are a couple of examples of the sort of things we get involved in.

- Supporting Afghan Nationals - due to the fact that a number of hotels around Gatwick were already contracted by the Home Office to be Covid isolation units, they were then used to house many of those

families who had to flee Afghanistan. This was only for a period of isolation, and many have now moved on, some to other countries, some to family and others to new homes across the country. However, when they fled all they were able to bring was 9kg of luggage - for the rest of their lives! When they first arrived in these isolation centres in West Sussex, we had to not only find out what they most needed - basic essentials such as toiletries, clothes - everything from underwear upwards - but we then had to source these items as well. (Note: the costs involved will be covered by government, not by the CC). It was a tremendous logistical excise and a huge thank you needs to go to all our officers, who literally worked round the clock to support these families. In our latest City and Parish News we explain how we are working with our Districts and Boroughs to identify suitable properties to house our share of these families. We also encourage anyone who wants to help to visit our website which has further details. The address is: www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/refugee-resettlement-in-west-sussex/#afghan-relocation-scheme-in-west-sussex

- Then, at the other end of the scale, we sponsor and run an initiative called '**Experience West Sussex**', supporting our local economy by promoting this beautiful County as both a great tourist destination, as well as a great producer of fine food and wine. The website sets out the great attractions that are available in west Sussex, such as food and drink, art and culture, beaches and water-sports, outdoor activities and much else as well. Take a look at the website, which can be found at www.experiencewestsussex.com/ and you might be surprised by what this great county has to offer. From time to time we also promote exhibitions and conferences to support this work.

So, just a taster of the huge range of services, beyond social care and highways, that your County Council both delivers and supports as part of its day to day business.

And finally, a reminder to keep with all our news and campaigns which can be found at: www.westsussex.gov.uk/about-the-council/news-and-campaigns/

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