#### LAVANT PARISH COUNCIL

**Minutes of the Lavant Parish Council**

**TUESDAY 14th December 2021 AT 7.00pm,**

**Lavant Memorial Hall Green Room**

**In attendance:**

Councillors Ings, Kuchanny, Goldsmith, Newman, Quest, Pickford, Reynolds, Tucker.

Clerk Dawn Salter, District Councillor David Palmer

Public Present – none

**Agenda Item 1: Apologies from Members. – CC Jeremy Hunt, Cllr Aldridge**

**Agenda Item 2: Public Sessions - none**

**Agenda Item 3: To receive and approve the Minutes of Meeting 9th November 2021.**

On a **proposal** by Councillor Newmanand **seconded** by Councillor Tucker

It was **Resolved** that the minutes of Meeting 9th November 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:**

* + 1. Footpath Village Green

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

**Bridge:**

Awaiting final plan and engineering specs. Discussions have been held with a local contractor/builder who will carry out the groundwork and build the bridge.

Parish Council was asked to agree to cover the Church Commissioners legal costs in drawing up an agreement for us to access their land. The estimate is £1,500 plus Vat and disbursements so approx.£1,800.

Chairman James Pickford proposed for parish funds to be lodged approx. £1800.00 with solicitor Seconded by Councillor Susan Ings.

It was RESOLVED that approx. £1800 will be lodged with the solicitors Winkworth Sherwood on receipt of an invoice to ensure the project progresses.

**River Lavant:**

 An application has been received by WSCC requesting a Definitive Map Modification Order. Cllr Aldridge circulated the details. To summarise: the proposal is to create a restricted byway from the top of Fordwater Road by the water treatment plant, along the river and then between the two lines of trees along the rew that runs beside his drive.

Cllr Aldridge gave the history of the area to prevent "off road" vehicles, both cars and motorcycles despoiling the river, he researched the legality of the route. There was no definitive legal evidence of a formal route but there was anecdotal evidence that the river, when dry, was used as a short-cut to obtain access to Chalkpit Lane.

In spite of that, the fact remains that this stretch of the river, and the rew that runs beside his drive on Fordwater Road, appears on a "list of highways maintainable’ at public expense. No one has been able to explain the reason for its inclusion of the list.

In any event, a restricted byway does not allow the passage of motorised vehicles, which begs the question, if there is an existing footpath why create a new right of way immediately adjacent to it?

Councillor Aldridge is deeply suspicious of the motives behind the application.

He proposes to contact the Open Spaces Society directly and ask the question. Noted that the application references many of the same maps and records that he has researched before.

The river is a sensitive environment and sustains a diverse body of wildlife, some of it critically endangered, European eels, Great Crested Newts to name but two species. The rew beside Fordwater Road is designated as a bat corridor. On environmental grounds at least this application should be challenged. he proposes to ask Paul Stevens, of Paul Stevens Ecological Services, to survey the proposed route (at his own expense).

He requested support on this, to establish the reason for the application. If the plan is to eliminate motorised vehicles from the route, then Lavant Parish Council should be careful not to shoot the plan down and themselves in the foot...

**Action: Councillor Aldridge**

**Agenda Item 5: -Report from County Councillor Jeremy Hunt**

Report circulated with thanks **See Appendix C**

Councillor Caroline Reynolds. Wished to bring up points on the report

1. Trees – Open space part of the Crayfern / Sunley New Development.

Lavant Parish Council environment team would like the trees to be donated to Lavant Down Road as the verges are owned by West Sussex.

Lavant have been extremely fortunate to have had a significant amount of true home- grown saplings trees donated to the village, and they would like to choose what type of trees are put on the public open space new development and also that they would like to check that they are native British grown variety. Councillor Tucker will email County Councillor Jeremy Hunt to give the location where the Trees are to be located.

**Action: Councillor Tucker**

1. A286 Road Closure. – Delayed road closure.

Feedback from the October Road Closure: -the signage was questionable. Road Closed signs were in place but there were no diversion signs during this road closure. It was ciaos along St Nicholas Road and around Northside. Cars were damaged. Accidents occurred with Ambulance in attendance. A big note on Thanks to Residents of Northside who assisted.

. Clerk will email County councillor Jeremy Hunt with the feedback to take up with West Sussex Highways to improve things for the future.

**Action: Clerk**

1. Centurion Way Signage

Feedback on Centurion Way Signage: - It is now open; however, the diversion signage has not been removed. Opposite Raughmere and at the top of Sheepwash Lane, it is not clear if these are still appropriate.

Underneath the railway bridge there were childrens’ sculptures, these were removed for the machinery transport to repair the stairwell from Meadow Close. When the work is finished Lavant Parish Council would like to see them reinstated.

**Action: Clerk**

**Agenda Item 6: District Councillors Report**

District Councillor report was circulated with thanks

1. Local Plan and Land Supply:

Since we last met, Chichester District Council believes that it can show the relevant authorities that it has a five-year land supply.

This may well turn out to be a significant advance in the slow road towards delivering a new Local Plan.

more important in the short term, it should strengthen CDC’s hand in opposing housing Development on inappropriate sites, most especially in the Raughmere appeal case brought by Berkeley Homes. He gave his congratulations to the Parish Councillors who worked incredibly hard of the case against Raughmere.

1. Southern Gateway

District Councillor is passionate to see the Southern Gateway project vision continue despite the significant challenges we have faced due to the pandemic. He would like to see a decent railway station and medical centre planned. The biggest element that cannot be brought forward at this stage is the redevelopment of the Courts building, which has been brought back into use due to the backlog of cases. However, the parcels of land that remain in the project represent 75% of the entire project. The pandemic has changed all of our lives in so many ways, from how we work, through to the general recovery of the economy, and so it is no surprise that it has impacted on a project such as this. What’s important for people to know is that we are committed to regenerating this area of Chichester – we’re just going to approach it in a slightly different way. The overall masterplan will remain, but each partner will bring forward their own parcels of land for development.

1. Election 2023

David Palmer said that he had told the Conservative association that he wished to stand again as District Councillor in 2023.  He hoped the Parish Council would be supportive of this decision,”

He wished to add that he thought everyone played a brilliant part in the case papers against Raughmere Developers.

**Agenda Item 7: Chairman’s Report**

Councillor Pickford reported that as tough as the pandemic has been it is not going to disappear with this new variant, and he wished to address the council to consider preparation for the provision of future meetings to be allowed to be held by Zoom to meet as ‘An Advisory Group’ and to be able give recommendations. He asked to pass a resolution to invoke the Scheme of Delegation as of 14th December 2021 to give authority to continue Parish Business through email sanction for finance by the Chairman Councillor James Pickford and Finance Chairman Councillor Robert Newman and for planning applications to be given delegated authority by Councillor Susan Ings and Councillor Louise Tucker inclusive of Tree applications by Councillor Aldridge.

It was **RESOLVED** to invoke the temporary scheme of delegation as of 14th December 2021.

* Raughmere

He would like to thank all Councillors involved in getting the first step against the developers at Raughmere appeal case made. Collectively the punch of our case papers raised compliments from Summersdale Residents Association. Step 2 will be appearing in person at the public inquiry. The chairman of the Neighbourhood Plan Development Committee will competently speak about the importance of the Neighbourhood plan to the village, and this was what the people of Lavant voted for. An important message to put across and gives a persuasive message to the inspector. Chairman Councillor James Pickford will present a human element of the argument to give the visions of what Lavant sees going forward - a personal case. Sewage is an issue as we do not want to spend CIL money on Memorial Hall and then see it flooded. Humble points like Traffic that it is monitored going North – South but nothing accounting for traffic going East – West and damage happens to cars in Pook Lane. Nothing has been addressed from extra traffic coming from Eastmead and about housing that the parish did look at other areas for housing and we accept that in the future 10-15 years hence we may relook to accommodate more should we be approached by SDNP or CDC. We will then take the decision to give a heart to the village and look at planning of the doctor’s surgery, (Lavant House is full) the pandemic has shown that a community shop is an essential within a village and a coffee shop the decision to make a new satellite development to build new neighbourhoods is not in the equation.

He had met with Environmental team Councillor Jenny Goldsmith had showed around the graveyard work that the team have be doing sewing wild meadows etc. It is a demonstration that the environment means something to the parish. We can produce examples of how we contribute to the environment.

Community engagement would be possible to develop dialogue with developers our plans for 10-15 years’ time in the future and consultation is working together. The village needs to grow from a centre and humanising the vision for Lavant.

Wishes everyone a Happy Christmas

**Agenda Item 8: La Volunteers Report**

Excellent training session on First - Aid brought the focus to risk for the Volunteers Team and concentrated First Aid shopping list to be purchased out of this year’s funds: -

**LPC Funds requires approval by LPC**

1. Eye protection glasses or googles for each member to wear when working

2. More helmets

3. Replacement Gloves

4. Replacement fully sleeve reflective vests with our logo

5. Safety boots where necessary £30/person - **on going**

6. Trailer replacement floor **(being arranged now)**

**LPC Watershed Fund -** There is £48 in this pot which has to be used on items related to the river or flooding. Approval has been given to purchase.

1.  One pair of waders.

Councillor Newman would like the council to purchase in the next budget.

Discussions continue at Lavant Volunteers on equipment to add to the budget list for next year: -

1. Socket set

2. Screwdriver set

3. Loopers

4. Shears

5. Builders trowels

6. Pressure Washer

The volunteers will continue to burn in the allocated two bonfire sites.

Questions have been raised regarding the new land from Sunley / Crayfern leading to more responsibilities and when will it be handed over and what are the boundaries on the new land.

In early new year a meeting with Sunley is to be arranged to discuss the responsibilities and hand over to Lavant Parish Council.

Clerk has researched and has an industrial agriculture supplier to cut the hedge in the future when the boundaries are known

The consideration into the next generation of volunteers makes sense to look at adding money in the budget to hire equipment.

Councillor Aldridge arrived at 20.00

District Councillor left the meeting.

**Agenda Item 9 Lavant Memorial Hall Centenary / Bleaches Centenary**

Councillor Ings reported a series of events over Bank Holiday 27- 29th August 2022.Councillor Aldridge will be a liaison between Mike Bleach, Lavant Memorial Hall and Parish Council to hold a party on the Green - a celebration of 100 years. There is a wealth of ideas and possibilities, and he will report back after the meeting 16th December.

The Lavant Memorial Hall is holding a photographic exhibition within the hall for a Centenary event.

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

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

* Centurion Way – Horse Accident Jul 2021 – Claims representative request for information.

Referred the solicitor to Chichester District Council. No horses on the Lavant section.

* Chichester Communities against Excessive Vehicle Noise Group – Speedwatch representative attended on behalf of Lavant
* CDC Communication to roll out as part of a county-wide West Sussex County Council project, residents across West Sussex will see thousands of electric vehicle charging points installed within the next ten years. This initiative aims to support current electric vehicle drivers and to encourage others to switch to electric
* CDC communications Council responds to new investigation into water companies and sewage treatment works. Chichester District Council has shared its disappointment at the news that several water companies may have been releasing illegal amounts of sewage into rivers and watercourses.

new national investigation has been launched into sewage treatment works by the Environment Agency and Water Services Regulation Authority, Ofwat. The Environment Agency is responsible for licensing and enforcing water companies, while Ofwat is responsible for regulating and monitoring them.

* Grants for Queen's Jubilee awaiting application form to be made available.

**Consultations** -West Sussex Fire & Rescue Service has launched a public consultation response by 21st January 2021.

**Village Green User Agreements**. – None

1. **Mulberry Training August - December 2021.**
2. **Speedwatch Grant awarded** -£500 Grant approved - a presentation cheque will be handed out in the new year by PCSO Jason Lemm and photos to be taken to promote assistance given by the Police to combat Traffic Speeding using local volunteers taking the initiative to catch offenders.

**Action: Clerk**

**Agenda Item 11: FINANCE Accounts**

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

11.1 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 14th December 2021 amounting to £ 2601.30. ( of which £ 228.54VAT)

* 1. To Approval of November 21 Bank reconciliation – **Appendix B**

A copy of the bank statements and bank reconciliation 26th November 2021 was made available to council members at the meeting for monitoring and reconciliation purposes.

It was **Resolved** to approve the accounts.

* 1. 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.

* 1. To request spend on a plough.

Following consideration in last year’s budget the Lavant Volunteers request to purchase a plough to maintain the paths by allowing the tractor to cut back the overgrowing verges. £553.20 to be ratified as purchased on Barclaycard.

* 1. To request spend on a tree guard for Queen Elizabeth Oak Tree.

Councillor Tucker has circulated a report to purchase a tree guard to support the newly planted Platinum Jubilee Tree on the village Green. A request to spend approx. £170.00 + VAT was approved.

* 1. Question regarding what CIL can be used for.

Councillor Reynolds asked if digital archiving can be supported through CIL monies. Lavant History group are investigating costs associated with digital archiving as it is the mechanism to save heritage to digital technology making it accessible to the public before the physical historical papers go to the records office. Clerk will report back to Councillor Reynolds.

**ACTION: Clerk**

**Agenda Item 12 – Budget 2022/23**

The Council considered a draft budget for 20202/23 which had been proposed by Finance Chairman and the Clerk for approval. It was **RESOLVED** to approve the budget as presented and to set the precept at £31,092 for the year.

**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.

**13.1 Outstanding Planning applications Update**-

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

APPEAL APP/L3815/W/21/3284653

Pook Lane (Sunley/Crayfern) SDNP /20/04550/NMA: SDNP/21/02414/DCOND | Discharge of Conditions condition 7 – Cllr Tucker has made more comments on SDNP / 21/ 06171/CND it would be preferable to plant thick hedging and trees on this part of the site with NO access onto the busy roundabout, so the plan 10228/P12c of the whole site, showing a pedestrian access at the junction of Pook Lane and the A286, needs to be amended to recognise this. infill of native hedging and no pedestrian access.

**13.2 SDNP**

**Application:** SDNP/21/04771/HOUS **Location:** Flint Barn Cottage Pook Lane Lavant PO18 0AH

**Proposal:** Proposed front extension, front and rear dormer windows and internal alterations

**DECISION:** SUPPORT

**Application:** SDNP/21/05640/TCA

**Location:** Village Green Pond Sheepwash Lane East Lavant Chichester West Sussex

**Proposal:** Notification of intention to coppice 1 no. Willow tree.

**Decision:** SUPPORT

Application**:** SDNP/21/04938/HOUS

**Location:** New Barn Pook Lane Lavant PO18 0AH

**Proposal:** Extension and alterations to existing property including a dormer extension to rear

elevation and porch extension to front elevations

**DECISION:** SUPPORT

**Application:** SDNP/21/05286/HOUS

**Location:** The Blacksmiths A286 Sheepwash Lane to West Stoke Road Mid Lavant

Chichester PO18 0BJ

**Proposal:** Replacement of existing side door to garage with a double-glazed door and addition

of 1 no. double glazed window. Installation of hard core/concrete base (on which to

place hot tube) sited to the front of the existing door and proposed window

**DECISION**: SUPPORT

**13.3 DECISIONS**

**Application Ref:** SDNP/21/03853/FUL

**Proposal:** Use of the site and siting of no.8 modular buildings, no.1 refuse store, and associated works for educational purposes.

**Location:** Land North and West of Greenfields, West Lavant Road, Lavant, Chichester, West Sussex, PO18 9AH

**Decision:** APPROVED

**Application Ref:** SDNP/21/03510/HOUS

**Proposal:** Proposed single storey rear extension, new two storey side annex and alterations.

**Location:** The Laurels, Lavant Road, Lavant, PO18 0BG

**Decision**: Application Withdrawn

**Application Ref:** SDNP/21/05022/TCA

**Proposal**: Notification of intention to reduce by up to 3m (back to old pruning points) on 1 no. Portuguese Laurel tree (T1). Reduce by 2m (back to previous pruning points) on 1 no. Pear tree (T2) and 1 no. Crab Apple tree (T3).

**Location:** Burches Barn, A286 Sheepwash Lane to West Stoke Road, Mid Lavant, Chichester, West Sussex, PO18 0BH

**Decision:**

**CDC**

**Application Ref:** LV/21/01486/DOM

Mr J Prior

Fordwater Barn New Road East Lavant Chichester West Sussex PO18 0AJ

Proposed detached garage and side extension to dwelling with mezzanine, including associated roof works and various alterations including changes to fenestration and installation of porch.

**Decision:** PERMIT

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

Heritage

**Agenda Item 15: DATE OF THE NEXT MEETING**

The next meeting will be held on Tuesday 11th January Green Room Lavant Memorial Hall 7pm

**Meeting Finished at 20.45pm**

**Signed………………………………………………………………..Dated…………………………………………………….**

**Appendices and Attachments**

Monthly Income and Expenditure Report

**Appendix A**

Financial Report December 2021

**APPENDIX B**

Bank Reconciliation November 2021

**Appendix C**

**County Councillor Jeremy Hunt Report 14.12.2021**

**Meadow Close to Centurion Way Access Ramp -** I’m pleased to say that, following a delay due to our highways teams being re-directed to the urgent work of getting the A285 re-opened, the construction of the new ramp is now well underway. I don’t have an opening date yet, but hopefully it won’t be too far away. I personally haven’t seen the work yet, but I understand the new ramp is pretty substantial. The idea is that that this will be a much safer ramp, being a permanent structure that requires little or no expensive maintenance, unlike the one it is replacing!

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. AS previously discussed, we are required to plant these at a new location, and I believe the PC expressed a wish to have them planted in the park which will form part of the new Crayfern development. However, our officers have queried the fact as to whether or not Crayfern are required to hand over that park to the PC in a completed state, which we assume will include a number of trees anyway. If that is the case, then it surely it would be an opportunity of planting these replacement trees elsewhere in the parish, rather than duplicate any tree planting that should be the responsibility of Crayfern. Perhaps the PC could please clarify this point for me.

**A286 - Delayed Road Closure** - this work, which I believe was for a replacement water pipe to be laid by Portsmouth Water, finally took place over the weekend of 20th/21st November. I did note that an ‘unofficial’ diversion was being used by knowledgeable locals via St Nicholas Road and Northside. Hopefully the road closure didn’t cause too much inconvenience for local residents, particularly in those roads.

**A285** - has now re-opened at Duncton, several weeks ahead of schedule.

**Flooding/Lower Lavant -** First of all, I had discussions with both our officers and Goodwood regarding the issue of Chalkpit Lane. Following those discussions, Goodwood have done some remedial work to a number of the catchment ditches up the lane. One of the main issues however is the use of some land near the top on the western side of the track (not Goodwood land) by 4x4 vehicles. This appears to have damaged the banks, encouraging water to run off this land and down the track. Our officers are attempting to discuss this issue with the landowner. Our highways team also cleared out a gully at the bottom of the lane and hopefully this has helped. However, I understand that during the heavy rain last week it quickly filled up with sediment, which was kindly cleared by a local resident**.** On 19th November I arranged a site meeting which included myself, our lead Operation Watershedofficer, Robert Newman (Lavant PC) and two local residents. We had an extensive look at all the various issues around this flooding - including how to improve the catchment gully at the bottom of the lane - and I would especially like to thank the local residents whose input was invaluable in explaining what the problems are and where they occur. Our officer has now gone away to discuss the situation with our relevant highways team, to understand what can be done. Following those discussions, I understand that a site meeting between our Op. Watershed Officer, our drainage team and Landbuild (Civil Engineering contractors) is scheduled to take place sometime this week. Following that meeting we will formulate how we move forward, including what work will be funded through our Operation Watershed scheme - which will obviously need input from the PC. AS and when I know more, I will update the PC.

**Restricted Byway Application - Fordwater Road.** This application for a restricted byway has been lodged with WSCC, but due to the large number of other applications already registered it is likely to be some months before it is even considered. I have spoken to Cllr Aldridge as he is obviously concerned, and I see from his report to the meeting that he is going to try and contact the applicant to understand what it is about. The only positive is that a ‘restricted byway’ excludes motorised vehicles. I will keep the PC updated.

**WSCC Fire and Rescue Service** - Just a reminder of a consultation currently running in regard to proposed improvements to our F&RS. The service is proposing to increase firefighter availability at some stations, to better align its resources to the risks within the county. This will allow the service to enhance its emergency response, as well as its vital prevention and protection activity within the community.

The proposals are set out in the service’s draft Community Risk Management Plan (CRMP), which outlines the fire and rescue service’s key priorities over the course of the next four years.

The proposals include:

* Enhancing our retained (on-call) operating model
* Weekend protection, prevention and response improvements
* Improving protection, prevention and response performance in rural areas
* How WSFRS should deal with false alarms from automatic fire systems
* When we should review our Emergency Response Standards
* How WSFRS proposes to undertake a review of our specialist appliance requirements to consider current and future risks to firefighter and public safety

The service is now calling on residents from all corners of the county to have their say on its improvement proposals for the future of the service. The consultation closes on 21st January 2022. For further details go to: [www.westsussex.gov.uk/news/have-your-say-on-the-future-of-your-fire-and-rescue-service/](http://www.westsussex.gov.uk/news/have-your-say-on-the-future-of-your-fire-and-rescue-service/)

And finally, a reminder to make sure you read our monthly Town and Parish Newsletter - which hopefully your clerk forwards to you.

We also publish an Environment and Climate Change Newsletter, so hopefully you receive that as well. We have also recently published our Annual Climate Change Report which can be found at [www.westsussex.gov.uk/media/16649/climate\_change\_annual\_report.pdf](http://www.westsussex.gov.uk/media/16649/climate_change_annual_report.pdf)

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