

**Annual Parish Meeting
LAVANT PARISH COUNCIL
Minutes of the Annual Electors Meeting Parish Council
WEDNESDAY 11th May 2022 AT 7.00pm, Lavant Memorial Ha**

In attendance:

Councillors Goldsmith, Newman, Quest, Pickford, Reynolds, Tucker.
Clerk Dawn Salter, District Councillor Palmer,
Public Present – 5

Agenda Item 1: Welcome by the Chairman and Apologies from Members. – Councillor Aldridge. County Councillor Jeremy Hunt

Agenda Item 2: To receive and approve the minutes of the Annual Electors Meeting 15th September 2021
On a **proposal** by Councillor Goldsmith and **seconded** by Councillor Louise Tucker
It was **Resolved** that the minutes of the meeting held on be accepted as a true record of proceedings. The papers were signed accordingly.

Agenda Item 3 To receive a report from Chairman of The Parish on activities during 2021/2022
Lavant Annual Parish Meeting. Wednesday 11 May 2022.

- Introduction

Welcome to Lavant's annual parish meeting. This is a meeting when we describe how we, your elected council, have contributed to the village over the past year and we shall be pleased to receive any questions. The past 2+ years have been dominated by Covid restrictions and our last annual parish mtg was only 8 months ago. It has taken some re adjustment to meeting in public again, but we have managed. Tonight, there will be a series of presentations from different councillors and members of the public.

Neighbourhood Plan	Chairman
Lavant Volunteers	Robert
Planning	Louise
Traffic	David Priscott
School Layby	David Kuchanny
Memorial Hall	Chairman
Neighbourhood Watch	Jenny Goldsmith
Playground	Jenny Quest
Environment Waste Water	Chairman
Heritage	Caroline
Platinum Jubilee Party	Chairman
Summary	Chairman.

- Neighbourhood Plan.

It works and we do have a say in the future of our village. We won the public enquiry into Berkley Homes desire to build at Raughmere. The inspector concluded his report saying

42. Accordingly, there are no material considerations to indicate that I should determine the appeal otherwise than in accordance with the development plan.

There were two other factors which played a significant part, noise from the airfield and the gap. CDC were able to persuade the Inspector that there was a 5 yr.+ housing land supply but I understand that at a subsequent appeal against CDC they could not prove a 5YHLS. There was a debate about the weight given

to our NP due to the lack of a CDC Local Plan. A technicality but a significant one and an upto date LNDP could give us 2 yrs. extra influence. Therefore, there is a pressing need to update our DP. Eastmead appeal went against us but we shall be active on matters concerned with the sewer system from this development. The Pook Lane development is progressing well with only one house unsold. At this time of conflict in Europe I have a piece of paper which gives me more encouragement that Neville Chamberlin's piece of paper.

Read out Sunleys email dated 10 May

We must appoint solicitors to represent our side of the handover document and they are ready to proceed. Who should we appoint? It is a handover document which we should be able to execute relatively quickly.

- **Lavant Volunteers – Cllr Robert Newman**

The Lavant Volunteers are a group of local Lavant residents who meet weekly, currently on a Tuesday Morning for 3 hours; and undertake mainly but not exclusively ground maintenance work within the Parish boundary. We currently have 11 members of the team 9 boys 2 girls and are led by Adrian Blades, with Richard Sims as our secretary.

Our members are: - Adrian Blades, Annika Small, Chris Turner, Elaine Gray, George Collas, Michael Stuart, Reg Evans, Richard Sims, Robert Newman, Tim Aldridge, Tony Loten.

- The areas of Lavant we concentrate on are
- Village Green
- Children's Playground
- Centurion Way North
- Centurion Way South
- Hunters Race
- We operate out of the building called the Hub next to the Hall, which was built for purpose only a few years ago, in which we store the tools and equipment used by the volunteers.
- We are reasonably well equipped, with a range of modern mechanical equipment and tools which is well serviced, including our Tractor which I think will be paid for this year. As a group I am pleased to report we are an excellent team who work very well together, enjoy each other's company and friendship, and have good team spirit.
- We are as a group determined to make a positive contribution to the communities' life, the work we undertake can be hard; for instance, working above your head as we did on Centurion Way yesterday and the work can be particularly unpleasant for those strimming the footpath or should I say dog path edges, very unpleasant in deed, as they end up covered from head to foot in dog waste.
- So, how can you the community encourage us to carry on? Not to give up.
 - 1, Join us maybe, Tuesday mornings
 - 2, Do more to encourage dog owners to take their pets waste home

And please can we have, come on you all knew the list would come!

1, two pairs of shears

2, Long sleeved high visibility reflector jackets, for all of us so we need about 15, as we have run out, and must have long sleeved ones to work along sided the highway as we sometimes do. WE do have short sleeve ones.

3, Gloves, ladies in particular, heavy duty – thorn proof.

4, Several pairs of special trousers for the strimmer's (at least three) which can be easily put on over other safety equipment.

5, Shelving for the Hub to tidy and sort it.

6, We only have one First Aider (Adrian) and would like to have two, second one should be a lady.

7, 11 pairs eye protection glasses (plus spare)

Looking to the future the volunteers as a body are keen to contribute to the success of the new Football field, even if this is by standing aside while a contractor is employed by the Parish, or by getting involved in the day-to-day preparation of the pitch. This may well require investment in equipment.

- **Lavant Planning Team – Councillor Louise Tucker**

Annual Planning Report

The eight months since the last Elector's Meeting have been eventful to say the least. If this were a football match, I might say that the result is 2-1 to Lavant!

Raughmere

The stand-out success has been the dismissal at a Public Inquiry of the Appeal made by Berkeley Strategic Land Ltd in February against CDC's refusal to allow 140 dwellings to be built on the Raughmere site. This is the second time within the last 8 years that Lavant has had to summon its combined forces to assist in arguing a case to preserve the large field which forms the 'strategic gap' between the village and Chichester.

It was truly a community endeavour and couldn't have been accomplished without the dedication and focus of the LPC via the 10 documents from councillors, strongly supported by submissions from members of the community both in written objections and speaking at the (Zoomed) Appeal.

LPC's three speakers, James Pickford, Nick Reynolds, and Alan Taylor made forceful and cogent representations which gave clear indications of how this ruinous project would impact on the village and congratulations and sincere gratitude is due to them.

It is hard to believe that there will be another attempt on the Raughmere site after two refusals, but the site remains a juicy plum for a developer and it will be up to the LPC to review and strengthen its existing LNDP policies in readiness, and to support CDC in completing its own LDP.

Pook Lane development (Sunley/Crayfern)

This is well on the way with several buildings at roof height. It appears that the name has been established as Blakes View, contrary to the alternative Great Elms voted on and approved by LPC....

We continue to work harmoniously with the developers, and they have been highly supportive of the village – sponsoring the Interpretation Board for the Entrenchments and most obviously through the provision of our superb new sports pitch and the Lavant Memorial Hall car-park extension (both to be released to the village later this year). The final part of this satisfactory development will be landscaping the public open space between the housing and the Lavant Memorial Hall. This area will be accessed by a right of way through the development (a fact to be noted in the sales literature!) and the LPC's Environment Team are looking forward to further developing it for the benefit of the whole village.

Eastmead

Oakford Homes' plan for 58 homes on this brownfield site, identified by LPC as suitable for development, was rejected by Lavant Parish Council and refused by the SDNPA. The decision was appealed by the developers in December 2020 at a Public Inquiry. In November 2021 we learnt that the appeal had been allowed, with the main argument hingeing on the proportion of affordable housing provided, and that consequently the development would go ahead. This is disappointing as we believe there to be other serious flaws to their scheme, and it is to be hoped that strong Conditions will be placed upon Oakford – on which LPC will need to take a robust stance to ensure the best outcomes, especially with regard to drainage.

Reviewing Planning Applications and evaluating them against the policies set out in our Lavant Neighbourhood Development Plan (LNDP) before a recommendation to the Planning Authority to support

or not is an ever-present part of a Parish Council's responsibilities. Over most of the past year this task has been shared between Cllr Susan Ings and I, while Cllr Tim Aldridge fields the tree-works applications. Sadly Cllr Ings has now resigned from the PC and her input is much missed. It is undeniably helpful to have another eye when scrutinising any application, and someone with whom to discuss possible issues. 29 applications (buildings and trees) have come before the LPC since September, and it is reassuring that LPC's recommendations have all been endorsed by CDC/SDNPA decisions.

The future...

apart from the already-mentioned concerns connected with the Eastmead development, LPC will review and update the Lavant Neighbourhood Development Plan to future-proof it against vulnerabilities and ensure it remains fit for purpose.

be alert to the possibility and potentiality of 'windfall sites'

be alert to the emerging CDC LDP and its implications for Lavant

take cognisance of the Draft Bills mentioned in the Queen's Speech yesterday which will:

give the right to neighbours to vote on proposals to extend properties in their local area

scrap controversial proposals to make it harder to block building developments

scrap legally binding housing targets

As always, we won't be short of challenges

- **Road Traffic Speedwatch Presentation given by David Prescott**

The presentation covered

- ~ Traffic in Lavant;
- ~ What is Community Speedwatch and a request for more volunteers to please come forward . Can you spare 1 hour a week? No experience is required all training will be given on the job.
- ~ Speedwatch Aims
- ~ Speedwatch Figures
- ~ Speedwatch Sites
- ~ Help to Keep Lavant Safe
- ~ Further information is available from the Clerk

- **School Layby – Cllr David Kuchanny**

In summary there is a project in its early stages between Lavant Primary School, WSCC and local land Owners to look at a scheme to add safety around the School drop-off area. Looking at funding with partnership using CIL from the developments to implement a Highway Community Scheme and other traffic calming measures.

- **Memorial Hall – Cllr Pickford**

We have a vacancy for a parish councillor to report and attend the Lavant Memorial Hall meetings.

I reported earlier on the relationship between the Trustee Managers and Parish Council to take the Memorial Hall into the future to refurbish with developers' contribution allowing the Sportsfield to be Supported with modern changing rooms.

The Car park has been extended and looking forward to be ready for the start of the season.

Sadly, last year due to Covid restrictions the village was unable to celebrate the 100th anniversary of the Hall.

LMH year dominated by effect of pandemic until restrictions lifted in the summer. Regular hirers started to return but not yet at pre-Covid levels. CDC's financial support by way of rates relief and grants in compensation for hall closure helped end the year with a healthy bank balance.

The 200 Club helps keep a regular income coming in and if anyone wishes to join, please contact the Secretary (Sheila Sims).

Ongoing projects - the extension of the car park Sunley Crayfern is nearly completed and now only awaiting drainage works immediately outside the hall to be completed with final resurfacing and marking expected thereafter.

Nutbourne Builders quotation for the refurb of the changing rooms has been approved and LPC's contribution of £30k make the project possible to provisionally commence at the beginning of June.

- **Neighbourhood Watch Police Liaison – Cllr Goldsmith**

Some parish councils have little contact with the PCSOs covering their area, contacting them only when there is a policing issue. This is not the approach taken in Lavant, instead meetings are held every six months with our PCSO when he and I talk through any issues or problems that are occurring in the village and surrounding area. His advice is also sought on a number of matters, a recent example being whether in future part of the new sports pitch could be used for overspill parking and, if so, how best to deal with road safety concerns. In addition to these meetings the PCSOs are contacted as and when other issues arise, although care is taken not to be the sort of parish council who are 'always onto the police about something'.

I believe this regular contact helps to build up police knowledge of the village and develops a good working relationship between them and the parish council. An example of this in action was the traffic problems arising from the recent Pook Lane closure. Police were present in the area almost immediately after being notified of this and another matter is Sheepwash Lane. It may not have stopped the misuse of the Sheepwash one-way system, but it did go some way to contain it.

At present Neighbourhood Watch operates through regular articles in the Lavant News, the aim of these is to spread the very useful information and advice received not just from the national Neighbourhood Watch organization but also from the Rural Policing Unit and others. There is no point in the parish council receiving it if it is not made available to people.

A number of years ago Lavant did have a Neighbourhood Watch co-ordinator and a network of members spread throughout the village, this ceased to operate some years ago. Although people regularly contact me about policing matters, I do not get the impression that there is an appetite to re-establish the network. Whether this impression is accurate will be checked at the fete when Neighbourhood Watch information and we will ask people whether they are interested in forming a new network. It should be noted that Neighbourhood Watch information (stickers, posters etc) is no longer supplied free-of-charge.

- **Playground – Cllr Quest**



The construction works on our playground are taking place at this moment!
 The contractors moved in last week and hope to complete the project by the 25th May.
 A total reassessment was required for a complete refurbishment which was rapidly approaching £150,000.
 The Repair, Replace, Upgrade project is covered by our £55,000 allocation. A new zip wire, adventure trail, roundabout and play panel are being installed. Repairs to the junior climbing frame and picnic tables are also taking place. Adaptations for individuals with disabilities are included.
 All new equipment will have 'SafaMulch' safety surfacing as standard. Repaired equipment will also benefit from this material to protect and prolong the life of the installations.
 With the offer of memorial benches for the village it is very much hoped that some may be sighted within the playground area.
 It would be prudent to consider the possibility of building up a reserve fund for any possible problems that should arise in the future.

- **Environment Cllr Pickford**

Southern Water Lavant WWTP

On the BBC BREAKFAST a hot topic at present and the council has not decided how we shall support/lead on various issues. Portsmouth University under Professor and sampling the water. The results show x7 times the limit in the samples. The worst water treatment plan. Water is being treated then passed into the River Lavant. Clean Harbour Project are monitoring the WWTP but we shall have to raise concerns with the sewer system. The two items are not separate but are of significant concern to us. It is all part of the LNDP which as we have demonstrated can shape the development of our village. I have had a meeting with a representative last week (Clean Harbours Project) and I have a meeting scheduled with the Professor on Monday 23 May. Lavant Parish is looking forward to opening communication with Southern Water. Heavy increases have been seen in the data for Lavant is being investigated. It is a duty to monitor the capacity of the local Sewer.

Eastmead development has a condition set will have to join the system at the appropriate point

- **Heritage Report. – Cllr Reynolds**

The rich seam of Lavant's Heritage continues to emerge and grow. The LHP recently acquired a stunning archive from Colin and Marion Smart. Colin has collected a fascinating and varied range of items related to Lavant's Postal History. The earliest item is from 1790's a letter sent from Lavant, the most recent from 1987. Amongst the items is an evocative photograph of the Post Master and Mistresses standing outside the Post Office in Mid Lavant.

As well as physical items oral histories are also being collected. As well as being about Lavant these also help demonstrate the connections between Lavant and the surrounding area. We know from work at St Nicholas Church of the connections with the Theological College and Bishop Otter College. These oral histories also help expand the connections between someone currently living in the Village and the Lavant Lives project; featured on the Board at St Nicholas' is the shepherd Fred Crees.

You will have seen the Board at St Nicholas'. Many thanks to Tim and Robert who dug deep to help erect it. The next Board to be put up is the one at Centurion Way. It tells the history of Eastmead. Sadly LPC were unable to get the planning as we wanted but at least the Heritage of the location has been captured. – once again thanks to Robert and Tim and, in this instance the Lavant Volunteers.

Talking of capturing Heritage, the Board for the Sunley Estate has been printed and this will be erected by them once the Estate has been completed. LPC worked hard to ensure that the Maintenance of the rescued National Scheduled Monument was secured in keeping with LPC's community focus. I have already spoken to the Novium Museum about the use of the area as an educational resource and we intend holding a Launch Event to which at least two Primary schools as well as all the new residents will be invited as well. It is to be hoped that schools will, in the future, visit LPC's new public open space.

Over the next year the Telephone Box in East Lavant which has languished through COVID will at last be renovated and LPC has much to thank Goodwood and Bishop Luffa/ Launchpad at Lavant Academy for their help with this. The 4th Board focusing on communication will be placed next to the Telephone Box in its new location – at the bottom of Chalkpit Lane.

Finally on communication – all the boards have NFC tags and a major task for the Heritage Team is to populate the pages on the LPC webpage.

- **Platinum Jubilee Party and Village fete. Cllr Pickford**

Arrangements are well underway for both events and I hope you are galvanising your communities to attend. Sunday 5 June and Saturday 18 June on the village green. The Jubilee Party will be over by our next mtg.

- **Summary. Chairman**

For the past hour we have shared with you the activities we have carried out on your behalf. The council does work if people are prepared to put time and effort into the cause. I am extremely grateful to all the councillors for their hard work and our clerk who puts up with us. I ask you to think what the village would be like if councillors and public-spirited individuals did not contribute. No volunteers, building at Roughmere, speeding cars and motorbikes and a Sewage system where no one cares. We have lost one councillor this year and we are extremely grateful for her contribution. Length of service is not the key criteria it is the desire to contribute. I would also like to mention the many volunteers who contribute to the numerous clubs in the village. Their details can be found in the Parish News, which is a useful document free to Lavant Residents and one we are pleased to make an annual financial contribution. You cannot have a vibrant council without a vibrant community. The village is richer because of its volunteers. 3 more councillors will retire within the next 12 months, and it is a challenge to the village how much do you care.

Agenda Item 4: -Report from County Councillor Jeremy Hunt
County Councillor Jeremy Hunt gave an annual report – See Appendix F.

Agenda Item 5: - Report from District Councillor David Palmer – Gave Apologies unable to attend.

Agenda Item 6: To receive & discuss and vote upon any business raised by Electors of Lavant given by written notice received by Noon 4th May 2022

Chairman confirmed with the Clerk that no business had been raised.

Commented [NS1]: This should be in the Electors meeting part

Chairman drew the Electors Meeting to a close and carried a motion to move to Full Council Meeting.

Agenda Item 7 To receive report from Planning Team on Planning Applications

SDNP

Application: SDNP/22/01510 & 1511/HOUS

Location: The Rubbing House Town Lane Singleton West Sussex PO18 0SP

Proposal: Dormer window to north elevation. 4 no. conservation style Velux windows to south, west and east. Flat roof terrace on the 2nd floor.

DECISION: SUPPORT

Application: SDNP/22/01667/HOUS

Location: Down Haven A286 Oldwick Meadows to Sheepwash Lane Lavant West Sussex PO18 0BQ

Proposal: Single storey utility extension to rear of property and ancillary works.

DECISION: SUPPORT actioned under delegated powers

Application: SDNP/22/01893/TCA

Location: 14 Pook Lane Lavant Chichester West Sussex PO18 0AR

Proposal: Notification of intention to crown thin and reduction by up to 20% on 1 no. Eponymous yew tree.

DECISION: Crown thin and moderate reduction actioned under delegated powers.

Agenda Item 8: FINANCE Accounts

The accounts for the period ending 26th April 22 were presented to the delegates of authority and ratified by the councillors

It was **Resolved** to approve the accounts for this period.

- a) To note receipts and resolve to 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 11th May 2022 amounting to £2,683.81 (of which £ 48.45VAT)

- b) To Approve April'22 Bank reconciliation

A copy of the bank statements and bank reconciliation 26th April 2022 was made available to council members at the meeting for monitoring and reconciliation purposes.

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

- c) 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.

Agenda Item 9. Items for future consideration.
NO items were brought up.

Agenda Item 10: DATE OF THE NEXT MEETING
The next meeting will be Parish Council Meeting held on Tuesday 14th June 2022

Commented [NS2]: I think your next one is just a regular Council meeting. Electors meeting is once a year.

Meeting Finished at 20.38pm

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

Appendices and Attachments

Monthly Income and Expenditure Report

Appendix A

LAVANT PARISH COUNCIL					
FINANCIAL REPORT PREPARED NEW FINANCIAL YEAR MAY22					
RECEIPTS: 12APR22- 11TH MAY 22					
DATE	REF	PAYER	DESCRIPTION	AMOUNT	VAT
20/04/2022	CR003	village green useer	donation	£ 25.00	
28/04/2022	CR002	SDNP CIL	CIL	£ 68,399.67	
PAYMENTS: May-22					
DATE APPROVED	INVOICE NUMBER	PAYEE	DESCRIPTION	AMOUNT	VAT
11/05/22	FO015	DASALTER	CLERK EXPENSES -	£ 16.00	
11/05/22	FO016	HITACHI / NOVUNA - DD	TRACTOR HP	£ 229.00	
11/05/22	FO017	ALLSTAR FUEL CARD - DD	TRACTOR FUEL	£ 83.09	13.85
11/05/22	FO018	BARCLAYCARD - DD	hp printer/ zoom sub/o2	£ 101.92	27.32
11/05/22	FO019	SCANSTATION - DD	MICROSOFT LICENSE	£ 43.68	7.28
11/05/22	FO020	NEST - DD	CLERKS PENSION	£ 81.41	
11/05/22	FO021	WSCC	CLERKS SALARY	£ 773.25	
11/05/22	FO022	ZURICH INSURANCE	Renewal of PL Policy 3yr Fixed	£ 791.63	
11/05/22	FO023	GALLAGHER	RENEWAL OF TRACTOR INS	£ 345.91	
11/05/22	FO024	VIKING	Stationary	£ 47.26	6.61
11/05/22	FO025	Play Inspection	Annual Inspection Fee	£ 83.40	13.90
11/05/22	FO026	Goodrowes	Equipement repair	£ 87.26	14.54
TOTAL				£ 2,683.81	£ 48.45

APPENDIX B

Lavant Parish Council				
Bank Reconciliation as of 26/04/2022				
Current Account	26th April 2022		£160,065.80	
			total	£160,065.80
opening balance 1st April 20			£ 146,994.71	
Add Receipts in the year			£ 15,821.00	
Less Payments in the year			£ 2,749.91	
as of 26TH APRIL 22			Balance	£160,065.80
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	Unallocated.		£ 21,236.88	
Memorial Hall	Allocated		£ 30,000.00	
Playground	Allocated		£ 55,154.92	
Bridge	Allocated		£ 10,000.00	
			Total	£120,047.88
Total available funds (less ring fenced and reser			£ 30,237.92	