

The Minutes of the Ordinary Council meeting of Lavant Parish Council held on Tuesday 8th October 2024 commencing 7:00pm held at the Lavant Memorial Hall, Pook Lane, Lavant.

In attendance: Cllrs. Aldridge, Goldsmith, Quest, Turner, Mayhead, Whincop.

Also Present: WSCC CLLR Hunt, Clerk.

Public present: 2

165. Apologies for absence:

CDC Cllr Brookes-Harmer

166. Declarations of Interest and Dispensation Requests.

- a) None
- b) None
- c) None

167. Public Session.

WSCC Cllr Hunt responded to the query received by a member of the public regarding footpaths. Following a discussion, WSCC Cllr Hunt explained that although he understands the reasoning for wanting a path between the top of Sheepwash lane and the pub, he does not believe there will be any funding available for this. CLLR Aldridge suggested the idea of getting a footpath at the top of the field, with permission from the owner of the field. CLLR Aldridge to investigate further.

WSCC CLLR Hunt also stated he would investigate with the highways, whether the grass verge could be cut back on the A285, although he believes as it is classed as a vertical bank, the responsibility lies with the owner.

WSCC CLLR Hunt reminded the council of their responsibility for the trees and bank along the Pook Lane boundary of the Public Open Space below Great Elms, due to their ownership of this land.

Lastly, he addressed the request for a 'please take your litter home' sign to be erected in the aforementioned area of the A285. WSCC CLLR Hunt directed such requests to CDC, as this falls under their remit.

168. To receive and approve the minutes of the Parish Council meeting held 10th September 2024.

CLLR Quest stated an inaccuracy in item 154, where it states CLLR Quest was to 'follow this up with the contractor'. It should read: 'CLLR Quest to follow this up with the landowner'. CLLR Quest has completed this action and reported back that the landowner is going to rectify the issue with the bridge.

Following this change, it was unanimously AGREED that the minutes of the previous meeting be signed by the Chairman as a true record.

169. Update on outstanding actions brought forward from previous meeting.

- a) Electric Vehicle update. – no update.

- b) River Bridge project update. – CLLR Aldridge has followed up with ASM Carpentry and Joinery , who are now liaising with the engineer. However, costings have not yet been received. CLLR Aldridge will chase this.

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

As attached at Appendix A.

CLLR Turner questioned the plans to repair the pavement by Summersdale Garage. CLLR Hunt expressed that this is part of the plan, but approval was being sought for bollards to be instated, first. He stated that some repairs have been done, following an accident by a member of the public.

Operation Watershed - CLLR Hunt and CLLR Aldridge have agreed to meet on Friday 11th at 2pm.

CLLR Hunt addressed the TRO application for speed reduction on the first section of Binderton Lane; he suggested contacting the next parish (West Dean) if the application was to stretch further along the road. Although, they may have applied and been refused this application, previously. WSCC CLLR Hunt stated he was happy to support the application.

CLLR Quest reminded WSCC CLLR Hunt about the trees on Lavant Down Road.

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

Not present, but report attached at Appendix B.

172. Chairman's Report.

Defibrillator- DHSC are offering a community scheme for part-funding for a defibrillator. They need a power source, however there is not one at the bus shelter.

A member of the public pointed out there is a light at the bus stop, therefore there may be an electricity source. CLLR Aldridge shared concerns about vandalism.

CLLR Quest has already contacted the church again, who had suggested it may be feasible to house the defibrillator there. She will pursue again, as it was agreed this would be a safer location.

Oakford parking- a meeting is to be arranged with CLLR Quest, CLLR Turner and CLLR Aldridge to discuss Richard Ferguson's email.

Southern Water- CLLR Aldridge is still waiting for a revised date for a meeting with Hannah Morley and Mike Russell. CLLR Aldridge has followed up with Hannah Morley, who is out of the office until 15th October.

School car park - Paul Basham and assoc. are not able to use the Speedwatch data, so a traffic survey will need to be paid for. They have found a company who can carry out the survey for £750+ vat; £100 cheaper than the original quote.

The council unanimously APPROVED this quote.

Issues with electric scrambler bikes – There have been concerns from the public about 4/5 individuals riding dangerously around the village. Damage has now been caused to the village green. The police are aware and are building a case.

Illegal Camping on Sheepwash Lane - Following a complaint from a local resident, concerned that the layby and the area by his garden wall are being used as a public lavatory, CLLR Aldridge visited the area and discussed the issue with PC Tara Watson-Ives. The officer agreed to try to get more regular patrols of the area.

CLLR Aldridge suggested erecting a sign to discourage campers. CLLR Aldridge to investigate the possibility further.

Great Elms management plan – Councillors unanimously AGREED that they understand the responsibility of the public path.

Winter Preparedness Teams meeting – CLLR Aldridge will listen in to the session on Tuesday 15th October, and report back.

Parish Asset Register -This is now out of date and needs to be revised. The Clerk will circulate the document. CLLR Aldridge requests Councillors to review the list and will arrange a meeting as soon as possible, to make any necessary updates.

Lavant Volunteers Budget – CLLR Aldridge expressed the need for a separate record to be kept of the Lavant Volunteers' budget. Adrian Blades has suggested that a new mower may be needed in the near future (at a cost of around £500). CLLR Aldridge to look into grants available through CIL or CDC, as a lot of the work being completed is on their behalf, so they may be able to help fund it.

Old Place Farm - There is a hearing to discuss David Heaver's request to remove the 400m planning buffer around Goodwood Aerodrome, later in the week.

Bishop Luffa- The school have asked to use the green on Friday for picnic lunches, following a walking event. They have requested permission for 6 portaloos on the hall car park (delivered at 9am and removed at 1pm); they have stated they will have staff on-site to supervise. The council voted unanimously to APPROVE this request.

CLLR Turner provided feedback on recent meetings attended:

Policing- from the 7th October, there will be an increase in PCSOs covering the Chichester area, from 2 to 5. There have also been several dispersement orders in the city centre, targeting antisocial behaviour.

Traveller community - communications are being sent out to Parish Clerks to update traveller movements.

Biodiversity- The three main projects being looked at are: strategic wildlife corridors, Chichester tree project and the three harbours project. They are interviewing for a new individual dedicated to working on The Lavant, next week. CLLR Aldridge and CLLR Whincop to arrange a discussion with Tom Day, about wildlife corridors.

SDNP meeting- CLLR Turner explained there are grants for tree planting available. SDNP buy the trees and then Parish Councils are responsible for them.

There is also CIL funding available for nature recovery and traffic calming schemes.

173. School Car Park.

Already covered in Chairman's report

174. Great Elms Open Space.

CLLR Quest, CLLR Turner and CLLR Tucker met with Jack Thompson- Wildlife Community Officer for Sussex Wildlife Trust. It was a positive meeting, with ideas on how to give people access to wildlife areas, play areas and public open spaces for families etc. Jack Thompson will be looking into extra equipment that could be available to volunteers. It was noted that the use of extra volunteers would be invaluable.

CLLR Goldsmith reported that the dead trees around the pond had been replaced with 4/5 oak trees. No work has started on any of the other maintenance issues yet. CLLR Goldsmith to follow up on this as their responsibility for these areas expires on 23rd October.

Playground – a meeting took place with Playsafe, to look at areas of concern. Once CLLR Quest receives pricing options, she will present to the council.

175. Eastmead Development.

Already covered

176. Village maintenance and other concerns.

St Nicholas Road bus stop - CLLR Goldsmith highlighted the outstanding repairs to the roof of the bus shelter at St Nicholas Road. CLLR Aldridge to follow up on this with Adrian Blades. It was stated that spare shingles are available.

Allotments bus stop – CLLR Quest highlighted concerns around the outstanding improvements previously agreed on to the bus stop by the allotments. It had been agreed that £10,000 would be available for this project. CLLR Aldridge will investigate costings.

177. Memorial, trees/benches policies.

CLLR Aldridge PROPOSED and CLLR Tucker SECONDED the APPROVAL of the new policy; it was unanimously AGREED that the new policy be adopted. CLLR Goldsmith will share the document with the Clerk, for publication on the website.

CLLR Goldsmith requested any feedback on spelling mistakes/typing mistakes be sent to her as soon as possible.

178. Byelaws.

CLLR Goldsmith is typing up the final section and will then circulate the document.

179. Lavant Allotments Report.

John Slipper has retired. The committee will meet later this week to discuss how to mark his retirement, to thank his long service.

Over the last two weeks, plots have been let to six new tenants- all within the Parish. The process means anyone in Lavant is given first refusal. Following this, the plots are offered to those outside of the Parish.

There are three or four plots left, which will likely go to applications outside of the Parish.

CLLR Goldsmith reported that one large plot had been divided into three more manageable-sized plots.

180. Councillor vacancies.

An advert has been placed on the website and in Lavant News.

181. Goodwood air traffic.

CLLR Aldridge to follow up on the informal complaint received from a member of the public. WSCC CLLR Hunt recommended he contacts the helpline available at Goodwood. CLLR Mayhead also recommended he contact Goodwood motor circuit directly or make a formal complaint through Lavant Parish Council.

182. Football pitch usage.

An application was received from Sands FC- but CLLR Aldridge shared concerns around the timings of the game and whether it will be light enough to play at that time. The team has not yet progressed with this request, any further.

CLLR Aldridge stated that it is likely the senior Lavant FC team will resume next season. He explained that the pitch is being used by Hunston FC and Bosham Vets- creating welcome revenue for the Parish Council. It was suggested that the pitch is difficult to maintain for many more teams than the current ones, due to the maintenance it requires.

183. Car parking for hall events.

CLLR Mayhead expressed concerns about the parking along the road for large events at the hall- especially for the regular auctions. It was requested that cars leave gaps when parking, to allow other cars to give way. CLLR Aldridge suggested cones used at strategic intervals to discourage event attendees to park along the road. WSCC CLLR Hunt suggested sections of yellow lines. CLLR Tucker to raise the issue at the next Lavant Memorial Hall meeting.

184. Barclaycard.

CLLR Aldridge proposed that, due to the fact the card is not used, the Barclaycard is cancelled. This was unanimously SUPPORTED.

185. CIL project funding award.

CLLR Aldridge reported that £2000 has been received from CIL toward the reseeding of the village green and the football pitch seeding. CLLR Aldridge has completed the Project Closure Form and the Clerk will return it to the SDNPA.

20:10- WSCC CLLR Hunt excused himself from the meeting.

186. HR.

CLLR Aldridge stated the Clerk has successfully completed the 3-month probationary period and, as a result, proposed a salary increase. This was unanimously SUPPORTED. The increase remains within the allocated budget for the year.

CLLR Aldridge to complete the form issued by WSCC and return it to them.

187. Defibrillator at St Nicholas Road bus stop.

Already covered in Chairman's Report.

188. Wildlife corridors.

CLLR Whincop highlighted that there is funding available for dead-hedging and thickening hedges, in areas adjoining existing corridors. Such work would take place between October-May. CLLR Aldridge and CLLR Whincop will arrange a time to meet and discuss this further.

189. Police consultation report.

CLLR Goldsmith attended the October bimonthly police consultation meeting. The main issue raised was around e-bikes and speeding matters. Inspector Lyons stated that Chilgrove Road will be having checks from a mobile speed unit.

It was reported that the parishes north of Chichester have low levels of incidents.

CLLR Goldsmith shared that the police aim to have more PCSOs out on the streets, rather than in the office. CLLR Goldsmith also highlighted that huge importance was placed on people recording the timings of incidents, when making reports. At the meeting, it was stressed that this was crucial to police investigations, especially when it related to a series of events.

Neighbourhood Watch - CLLR Goldsmith shared a positive story of members of the local community using the system of neighbourhood watch and reminded everyone of the importance of the service.

190. Data protection officer

The Council unanimously SUPPORTED retaining the services of Maureen Chaffe as Data Protection Officer at a cost of £180 p/a.

It was agreed that CLLR Goldsmith will attend a GDPR refresher training in Slindon at £15 + small donation to hall hire. The Clerk will contact the Clerk at Slindon Parish Council to confirm details.

191. Gambling license

The Councillors unanimously SUPPORTED renewing the gambling license, for the Lavant Memorial Hall, at a charge of £20 per annum.

192. Finance.

a) October payments

CLLR Aldridge referred to the payment schedule, circulated previously, and it was AGREED to approve the schedule that is attached at Appendix C, with the EXCEPTION of the £1,200 payment to Paul Basham.

Following a long discussion about what the payment was for and when it had been approved, it was agreed the Clerk withhold the payment, to allow CLLR Aldridge to investigate the details of the charges and the minutes of previous meetings where the traffic survey had been discussed.

193. To comment on and review planning applications and decisions

- SDNP/24/03842/TCA Canadian Red Maple (T1) section fell and remove. Mulberry House, Lavant Road, Lavant, PO180BG

After review and consideration, Councillors voted to **SUPPORT** this application.

- SDNP/24/03704/TCA Notification of intention to fell 1 no. Sycamore tree (quoted as T1), 1 no. False Acacia tree (quoted as T2) and remove 1 no. Laurel/Hawthorn bush (quoted as T3). East Lavant Cottage, Pook Lane, Lavant, West Sussex, PO18 0AX

After review and consideration, Councillors voted to **SUPPORT** this application.

- SDNP/24/03213/LIS New log burner and material changes to sunroom roof. East Manor Farm , Pook Lane, Lavant, West Sussex, PO18 0AH

Added in error, previously SUPPORTED.

- SDNP/24/03949/TCA Notification of intention to fell 1 Norweigan Maple tree. Hay Barn, Manor Farm, East Lavant, PO18 0AH

After review and consideration, Councillors voted to **SUPPORT** this application.

194. Items for inclusion on next agenda.

- Paul Basham CHIL funding

195. Date of next Lavant Parish Council meeting – 12th November 2024.

There being no further business, the meeting closed at 8:46pm

APPENDIX A

Report from WSCC CLLR Hunt

Finance. I am currently working through our budget proposals for 2025/26 and our Medium Term Financial Strategy through to 2029/30. Budgets continue to be under extreme pressure, mainly through the continuing pressures, both from demand and complexity, in social services, in both Children's and Adults. I just want to reference an additional challenge to budget planning this year, and that is the new government we have in Westminster. To date we have had no indication from them as to their plans for LA funding. I wrote to the Chancellor at the end of July, setting out our funding challenges. I also suggested that we needed to have some idea of Government funding proposals as a matter of urgency. I pointed out that, as we are currently preparing our 25/26 budget, we needed to make decisions now on how we are going to fill our budget gap. This is difficult to do if we have no idea of what level of funding we are likely to receive. With the budget not being presented until 30th October - and the Local Government Finance Settlement not due until December - it puts us in a very difficult position. My worry is that, as Local Government funding isn't ring fenced, this funding could remain unchanged - or worse still - cut back. In the face of ever spiralling costs, it is essential that the government either fundamentally change how many of these services are provided, or ensure that we are properly funded in order to continue to provide them for our residents. We are not alone in this position, as a majority of LA's are facing similar - or worse - financial pressures. I appreciate that it will be challenging for the new government to tackle these pressures in time for 2025/26, so my worry is that they could well look to simply increase the CT referendum limit. We wait to see if that's true, but I did point out to the Chancellor that continued CT increases were not the way forward. I haven't yet had any response to my letter, so we will have to wait and see how they propose to address the estimated shortfall in local government funding of around £6bn over the next two years.

Positive Ageing Month: free events at our libraries. Selected libraries across West Sussex will host free events and health checks to raise awareness for Positive Ageing throughout October. You can listen in to talks on ageing, book a wellbeing assessment, attend a drop-in, speak with local organisations, and of course pick up plenty of books on ageing well. For details of Positive Ageing and other events in all libraries, click on the link below or go our [Library What's On pages](#). and click on the 'ageing well' tag.

Our plan to reduce emissions and increase climate resilience. We've set out the first phase of a six-year plan to become carbon neutral and climate resilient by 2030. A Climate Action and Adaptation Plan for 2024 to 2027 has been published which identifies 20 priority actions to be taken across the council and in partnership with key stakeholders in the county. The actions are broken down into six pathways

focusing on issues such as buildings and energy, transport, and nature and environment.

Best start in life for our children. Our new 'Right from the Start: Early Years and Childcare Strategy' sets out our vision and priorities for supporting children in West Sussex. The four-year strategy aims to improve the wellbeing of young children, reduce inequalities and support positive choices for families. This strategy will be embedded across all our services supporting young children, to help every child in West Sussex achieve their full potential. Ensuring we work together with families and other services to implement the strategy and shape what happens next is a high priority for us. Please look out for opportunities to get involved through our upcoming communications.

On-street parking charges. West Sussex County Council has decided to freeze on-street parking charges across the County at current levels, in order to help residents and visitors to the county. Councillor Joy Dennis, West Sussex County Council Cabinet Member for Highways and Transport, [announced the decision today](#) following the annual review of charges, which could otherwise have meant increases from 1 October 2024. Councillor Dennis said: "I hope this decision will be welcome news. It aims to help both West Sussex residents, businesses and visitors to the county in what continues to be a financially challenging time. We hope that this will help people who would otherwise struggle to meet increased on-street parking fees and, in turn, support town centre businesses, in line with our Council Plan priority of supporting a sustainable and prosperous economy across the county." West Sussex Fire & Rescue Service has delivered its highest number of Safe and Well Visits in a single quarter.

The West Sussex Fire & Rescue Service delivers a record number of Safe and Well visits. The service's Prevention Team and operational fire crews delivered a record-breaking 1,152 Safe and Well Visits to vulnerable residents between 1 April and 30 June 2024. This data was presented to West Sussex County Council's Fire and Rescue Scrutiny Committee who reviewed the fire and rescue service's quarter one performance at their meeting last week (26 September). Data also revealed that 28 of the service's 30 core measures were on target – an improvement from the previous quarter which saw 26 core measures on target. A [performance report](#) showed sustained good performance in many areas. One particular success was the improvements made around safeguarding referrals; 100% of referrals were within 24 hours of discovery – a target which was red in the previous quarter. Since the committee last met, a project to review the Retained (on-call) Duty System was launched as part of the commitments set out in the service's [Community Risk Management Plan](#). The project intends to improve the current processes in place for the running of the retained function, aiming to create a system that works for a modern fire and rescue service. It is hoped that this will address the issue of retained firefighter availability, an issue that affects services across the nation. Deputy Chief

Fire Officer, Matt Cook, added: "This report is a culmination of the hard work my colleagues deliver every day, and it is great to see their work reflected by the improvements in our targets." As the days grow shorter, Recycling Centres across West Sussex will switch to autumn and winter opening hours from Tuesday 1 October 2024 through to Monday 31 March 2025.

Recycling centres switch to Winter opening hours from 1st October. Just a reminder that our re-cycling centres will be open from 9am to 4pm, however, some centres will close for an additional day during the winter period. Please find below details of some local centres. These will be open on the following days:

- Bognor Regis - Monday to Wednesday, Saturday to Sunday
- **Chichester - Monday, Wednesday to Sunday (Closed Tuesdays)**
- Littlehampton - Monday, Thursday to Sunday
- Midhurst - Monday, Thursday to Sunday

All centres will be **closed on Christmas Day, Boxing Day and New Year's Day.**

Finally, just as a reminder, before visiting any West Sussex re-cycling Centre, residents must book a timed slot online using the [Book to Recycle system](#) or by phone on 01243 642106. Bookings can be made up to 14 days in advance or even on the same day if there is availability.

Local Issues:

Summersdale garage - The new Communities Highways application, for bollards, is going through due process. It has passed its initial assessment and is now going through moderation. The final decision on which projects to take forward will be made later this year. I am pushing this project very hard and am hopeful we will be successful, especially in the light of the total failure of the parking restrictions to prevent this illegal and dangerous parking. In the meantime, any vehicle parking on the yellow lines is parked illegally and should be reported to the CDC Parking enforcement team who are responsible for parking control. Actual blocking of a pavement is also illegal, so please report this to the police.

Community Road Safety Scheme proposals. Just to confirm that, as requested, I will be setting up a meeting with a Highways Officer later in November, once Nick has returned. The idea of this meeting is to help to refine the proposals before a Communities Highways Scheme application is submitted.

New Pedestrian Crossing A286 - Now operational. This should make it much safer for children and parents crossing the road on their way to the primary school, or for older children - and adults - accessing the bus stops.

Operation Watershed. At the PC's request I have organised an initial meeting with our officers to look at the possibility of making applications to the WSCC Operation Watershed fund in order to alleviate the flooding of Fordwater Road near Lower Road, as well as doing some ditch clearance along the Chilgrove Road from its junction with the A286 through to Binderton Lane.

Finally, please don't forget to keep an eye on our website, especially our news and campaigns page where you can keep up to date with all our latest news.

<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>

Also, a reminder that all our public meetings are webcast live and are also archived, so you can always view them later. <https://www.westsussex.gov.uk/about-the-council/how-the-council-works/watch-county-council-and-committee-meetings-online/>

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APPENDIX B

Report from CDC CLLR Brookes-Harmer

Lavant Parish council ward report
October 2024

Report author: Joseph Brookes-Harmer

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Welcome to the October's edition of your ward report.

The Local Plan Examination:

The hearings as part of the Local Plan Examination will begin on 1 October 2024. They will be held at the council offices at East Pallant House in Chichester but will also be broadcast online for those that wish to watch but not participate. The full programme is available on the CDC website at: www.chichester.gov.uk/localplanexamination

We have also opened the second round of the Tree Chichester District scheme's Community Orchard initiative. Community groups and parish councils are being encouraged to apply for a share of the £9,000 funding by 17 January 2025 to help pay for trees and items such as stakes, cages and tree ties. The funding will be issued on a first come, first served basis — and all planting must be completed by the end of March 2025. Those wishing to apply should request an application form by emailing: treescheme@chichester.gov.uk

Citizen's advice bureau:

Please do not forget about the drop-in service that is available to anyone who may need help and advice, this is available from East Pallant House that operates Monday-Friday 10.00-4.30 (available for drop-ins 10am-1pm)

Household Support Fund:

The Household Support Fund (HSF) has been extended for 6 months from April 2024 to September 2024. Chichester District Council has received £100k from West Sussex County Council (WSCC) to continue to support residents.

The £100k will be used to support residents with essentials related to energy & water such as white goods, wider essentials such as furniture and carpets, and housing related costs related to moving residents on from temporary accommodation. The scheme will be administered by the Supporting You, Housing Solutions and Housing Accommodation teams. In addition to the funding above, WSCC have also made supermarket vouchers available to help support customers who are struggling with to feed themselves or family.

Events:

I hope you managed to attend our popular Cross, Market & More event on Sunday 29 September. The next one is on Sunday 24 November between 10am and 4pm in North Street and East Street in Chichester. This will offer a great opportunity to start buying Christmas presents and goods.

As always, please do not hesitate to contact me if I can help in any way.

With my best wishes,
Joseph

APPENDIX C

October payment schedule

