

The Minutes of the Ordinary Council Meeting of Lavant Parish Council held on Tuesday 12th March 2024 commencing 7:00pm held at the Lavant Memorial Hall, Pook Lane, Lavant.

In attendance: Cllrs. Aldridge, Goldsmith, Kuchanny, Mayhead, Quest, Tucker, and Turner.

Also Present: CDC Cllr and the locum Clerk.

Public present: Two.

42. Apologies for absence – Cllr Whincop and CDC Cllr Brookes-Harmer.

43. Declarations of Interest and Dispensation Requests.

- i) None
- ii) None
- iii) None.

44. Public Session – none.

45. Minutes of the ordinary meeting of 13th February 2024.

After two typographical errors were corrected, Cllr Mayhead proposed and Cllr Quest seconded the approval of the draft Minutes. It was unanimously **AGREED** that the minutes of the previous meeting be signed by the Chairman as a true record.

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

- a) **Land Acquisition** – the Chairman advised that the relevant transfer document had been reviewed however, queries regarding the agreed boundary had yet to be resolved.
- b) **Electric Vehicle** – no update.
- c) **River Bridge project** – The Chairman will contact SDNPA to progress the CIL funding and asked that the Clerk send him invoice details to prove work had commenced.

19:07 – Cllr Kuchanny joins the meeting.

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

WSCC Cllr. Hunt's report is attached at Appendix A. In addition, he suggested two areas where Operation Watershed flood relief funding could be requested. Members supported his suggestions and he agreed to review the locations for suitability.

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

CDC Cllr. Brookes-Harmer's report had been circulated and is attached at Appendix B.

49. Chairman's Report.

- **Bank account** – The Clerk continues to progress online banking applications with the Bank but with little success to date. Now that the bank account has been unlocked, cheques will be issued to creditors; and
- **New development adjacent to Goodwood aerodrome** – the Chair reported that he had attended an aerodrome meeting where the proposed development of 165 houses was discussed. He and other parish councils were astonished that the noise mitigation proposals were seen as inadequate given the proximity of the houses to the aerodrome activities. WSCC Cllr Hunt also referred to a land covenant that, it was suggested, only permitted housing developments for doctors and nurses. He was told that the developer is attempting to set aside this restriction.

50. School car park.

Cllr Kuchanny advised that ecological reports would be produced soon and that he was in the process of applying for funding via a CIL grant application to SDNPA.

51. Great Elms Open Space – as discussed at item 46.

52. Eastmead development - Cllr Quest advised of a forthcoming meeting.

53. Village maintenance.

- The Chairman advised that repairs to the bus shelter remain a priority and it was noted that the planned repairs to the phone box had not been completed by BT;
- The Chairman reported that he would approach the Environment Agency (EA) to propose that the Lavant river be dredged to help alleviate local flooding;
- WSCC Cllr Hunt reported on the EA's decision to prohibit Southern Water from dumping treated wastewater into the River Lavant due to its chalk stream status. The impact of this prohibition has led to tankers appearing in local villages to pump sewage causing disruption and damaging village greens and verges. It was also noted that a more permanent layby had been created in West Dean that appeared to facilitate the pumping of treated wastewater from tankers via a ditch into the river. WSCC Cllr Hunt agreed to review this.

54. Village Fete.

Cllr Goldsmith reminded Members that the Fete is scheduled for 15th June 2024. As she was unable to attend, Cllr Mayhead agreed to organise the LPC stall and attendance. It was suggested that members of the public be invited at the Fete to make suggestions on how the remaining SDNPA CIL funds be spent.

55. Finance.

- The Chairman asked the Clerk to explain the current financial position and the payment commitments that were due. Members reviewed list and **AGREED** to approve the schedule of payments that is attached at Appendix C;
- Members noted the request from Cllr Whincop to change website provider to Hugo Fox who would provide planning application links to the website. As the cost was budget-neutral, Members **AGREED** to the proposal and asked the locum Clerk to redesign and implement the new web site; and
- The Clerk referred to the latest meeting of the Lavant Recreational Trust where new bank signatories were approved. Members noted the changes and **AGREED** that the amendments be made as follows:
 - *Robert Newman will retire as Trustee and Bank signatory and that Dawn Salter be removed as signatory of Lavant Recreational Trust as from 12th March 2024;*
 - *Jenny Quest LPC Councillor and Jenny Goldsmith LPC Councillor and Chris Turner LPC Councillor are appointed as Trustees and Bank signatories as from 12th March 2024 until such time as they retire from LPC; and*
 - *Caroline Reynolds will retire as Trustee and Bank signatory as from 31st March 2024 or after confirmation from the Charities Commission and NatWest Bank that the above new appointees are in place.*

56. To comment on and review planning applications and decisions.

- **DC/23/2411/REM - Land Within The Westhampnett / North East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester** - Application for the approval of remaining Reserved Matters (Appearance, Landscaping, Layout and Scale) following Outline Planning Permission

WH/20/02824/OUT for the construction of 165 dwellings and associated works and ancillary development.

Cllr Tucker advised that she will circulate comments for approval by the Members.

- **SDNP/23/05181/FUL - Lavant House, West Lavant Road, Lavant** - Removal of existing 1 no. window and replacement with 1 no. door, new ramp and stairs and replacement of all existing single glazing windows with slim profile insulated glazed units window.
- **Cllr Tucker reminded Members of their previous decision to SUPPORT the listed building application for the same application. Members agreed to record a SUPPORT comment for this Full application.**

57. Item for inclusion on the next agenda – none.

58. Resolution, in accordance with Standing Order 3(d), to exclude the press and public to allow the Councillors to discuss HR and staffing matters.

Cllr Tucker proposed that the press and public be excluded to allow the Councillors to discuss HR and staffing matters. This was seconded by Cllr Quest. It was **RESOLVED** unanimously that, in accordance with Standing Order 3(d), the press and public be excluded.

Councillors reviewed the recommendation to appoint a new Clerk. Proposals to appoint the Clerk, salary and hours were **AGREED**.

59. Date of next meeting – Tuesday 9th April 2024.

There being no further business the meeting closed at 8.16pm.

Signed:

Date:

APPENDIX A – WSCC REPORT

Following an extensive report last month I only have a couple of updates this month.

The Revised Council Plan and Budget 24/25 that I updated you on last month was approved by full council on 16th February That also included approval of the the increase in your WS share of CT by 4.99% (2.99% Core services + 2% ASC Precept) An increase to an average Band D tax payer of £157 per week.

In 2024/25 WSCC will be investing just over £2bn in the county - including:

- £961m - managing schools and education
- £507m caring for adults (both elderly and working age) & keeping people healthy
- £204m children's social care and supporting young people
- £91m protecting the environment, recycling and waste disposal
- £83m maintaining our highways
- £38m running the F&RS
- £22m supporting local communities
- £3m supporting the local economy

Adult Learning goes mobile with the Multiply bus roadshow. West Sussex County Council's Adult Learning team are taking their Multiply bus on a roadshow across the county, encouraging more people to find out about free training and learning opportunities available to help people improve their maths skills.

The county council is offering free local courses and activities for adults (aged 19+) who do not already have a GCSE grade c/4 or higher in maths and want to improve their numeracy skills. The programme's focus is to support residents to engage in free training and activities including:

- Increasing number confidence
- Improving money management
- Confidence to help your children with their homework
- Gain maths skills to help you with employment/career progression
- Learning new skills in your local community
- Helping your small business go greener

Your 'local' destinations where anyone can drop in and visit the Multiply bus between 10am and 4pm on the following dates are:

- Wednesday 13 March, County Hall, West Street in Chichester
- Friday 15 March, Aldingbourne Trust Country Centre
- Saturday 16 March, Petworth National Trust car park (please note the start time for this date is 10.30am)

- Wednesday 20 March, Chichester College, Westgate Fields, Chichester
- Wednesday 27 March, Making Theatre Gaining Skills, 50-60 Longford Road, Bognor Regis

Jacquie Russell, Cabinet Member for Children, Young People, Learning and Skills, said:

“Maths is so important for everyday life and an area where many of us can lack confidence and the necessary skills. Helping people and communities to achieve their potential through learning is a priority for West Sussex County Council. I would encourage anyone interested to visit the bus and find out more about what is on offer.”

If you would like to find out more about Adult Learning and Multiply in West Sussex please [visit our webpages](#), email adult.learning@westsussex.gov.uk or telephone 0330 2224400

Local Issues:

Trees - Lavant Down Roads - As reported last Month, I sent Jenny the details regarding how to apply for permission to plant a tree on highways land. I haven't heard anything further, so I presume Jenny is on the case.

Summersdale garage - Since our last meeting the lines have been put down, However, the critical lines - running north from Maddox Wood - appear to remain unfinished. They are meant to run for approx 115 metres, finishing adjacent to the end of the woods on the western side of the road. I understand from a local resident that the team were having some difficulty applying the lines. So I can only assume this is why they stopped there. I am currently trying to find out what the position is and as soon as I do I will update you. It is obviously imperative that they are completed as soon as possible.

School Car Park - No communication from the team, so I am unaware of where they are with the scheme.

Broken Fence by the Allotments - As I reported last month, this is now on our work schedule, but I have no dates for when the repairs are likely to be undertaken.

Operation Watershed - I am currently looking at two possible schemes that I believe would benefit the parish. However, I need to discuss with our officers first to see what our capacity is at present.

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/>

Jeremy Hunt – West Sussex County Council Member for Chichester North
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APPENDIX B – CDC REPORT

Parish council ward report

Report author: Joseph Brookes-Harmer
District Councillor for Lavant, Funtington, West Stoke, East & West Ashling and Asdean
Email: Jbrookes-harmer@chichester.gov.uk
Telephone: 07368 410696

March 2024

Welcome to the March report.

Ward matters:

Upcoming surgeries: Saturday 16th March
The Horse and Groom, East Ashling: 11.00-11.45am
The Earl of March, Lavant: 12.00-1.00pm

District council matters:

February has been a busy month preparing and planning for the months ahead. At full council, members approved the budget for the 2024/25 financial year.

I'm also pleased to report that the free laser light shows that took place at Chichester Canal on 16 and 17 February were a huge success. I hope you managed to get down there to enjoy one of the four displays that took place over the two days. As a result of the success of these events we are actively looking to bring an additional laser light show to another location in the district next year – so we'll keep you updated as these plans progress!

There are lots more events to look forward to including markets – including the Cross, Market & More event on Sunday 3 March; Culture Spark events; and Chichester Roman Week, which will take place from Monday 27 May until Saturday 1 June. The Novium Museum have also arranged for Europe's leading Roman re-enactment group to take over the museum on Wednesday 29 May, offering a series of interactive talks and demonstrations. Look out for our article in the Spring initiatives (out in April), which lists all of the events coming up.

Cross Market & More dates for 2024:

Our first of four Cross Market & More events happens on Sunday 3 March in Chichester city centre when North Street and East Street will once again be filled with artisan stalls showcasing some of the best talent from across the area including local students who hope to be our budding entrepreneurs of tomorrow! Having proved popular over the last couple of the years the team will be curating and delivering the events involving jewellery makers,

clothing, street food, live music and much more. As before, the Cross Market & More event will operate between 10am and 4pm. The four dates for your diaries are 3 March, 7 July (which also includes the fabulous Summer Street Party), 29 September and 24 November. I hope to see you there.

Just a reminder that the council have secured £12,000 to increase tree cover and enhance community wellbeing through the creation of new community orchards in the district. This is thanks to a share of the government's £2.5 million Coronation Living Heritage Fund, which has been developed to promote green spaces and connect communities with nature to mark the coronation of His Majesty King Charles III. We will be issuing grants to parish councils and community groups to support the development of community orchards within their local area. This is part of our successful 'Tree Chichester District' scheme, which has already supported the planting of seven community orchards in Selsey, Chichester, Fishbourne and Goodwood over the past year. If you are interested in starting a community orchard planting project, please get in touch with our Tree Project Officer by emailing treescheme@chichester.gov.uk or by calling 01243 521161.

Finally, we are recruiting and working with local volunteers to catalogue, re-pack and digitise the Shippam's collection, which consists of over 700 items from the company's iconic advertising archive, hundreds of photographs, ephemera and objects relating to life in the factory, and archaeology recovered from an excavation of the old factory site in 2005. A volunteer recruitment event will take place on Thursday, 29 February from 10am to 12pm at The Novium Museum. This event is for anyone who wishes to find out more about the project and volunteering opportunities. To register your interest, please book a place at the recruitment event here:

<https://chichesterboxoffice.ticketsolve.com/ticketbooth/shows/873642742> For more information, email thenovium@chichester.gov.uk or call 01243 775888. More information about the history of Shippam's can be read on our website: www.thenovium.org/shippams

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

Best wishes
Joseph

APPENDIX C – PAYMENTS

Outstanding payments and requests		12/03/2024
Supplier	Services	Amount
Paul Basham Associates	50% park layout	£ 804.00
Paul Basham Associates	100% park layout	£ 660.00
Moore	External audit	£ 756.00
WSCC	Clerk salary - Nov 2023	£ 1,284.71
WSCC	Clerk salary - DEc 2023	£ 1,284.71
WSCC	Clerk salary Jan 24	£ 1,284.71
WSCC	Clerk salary Jan 24	-£ 930.27
Goodrowes	Picco micro cha	£ 23.00
Goodrowes	Screw and clamp	£ 27.65
Goodrowes	Repalce pot and piston	£ 160.00
Goodrowes	Service 2 x Stihl	£ 153.82
Goodrowes	Service Stihl	£ 76.91
TEEC	Web hosting	£ 28.80
CDC	Election costs	£ 333.50
Adrian Blades	Soil kit - £23.33	£ 23.33
Adrian Blades	Stihl repair - £219	£ 219.00
Adrian Blades	Various	£ 273.06
Adrian Blades	Various	£ 1,428.98
Paul Richards	Locum Clerk services - Jan 2024	£ 1,462.95
Paul Richards	Locum Clerk services - Feb 2024	£ 1,955.70
Valley Diary	Advert for Clerk	£ 29.00
Funtington PCC	Advert for Clerk	£ 15.00
Playsafe Playgrounds	Repair works	£ 4,046.40
Lavant Memorial Hall	Meeting 22/2	£ 7.50
Lavant Memorial Hall	2024 dates	£ 128.00
Lavant Memorial Hall	Meeting 10/01/24	£ 7.50
Lavant Memorial Hall	Meeting 30/1	£ 16.00
Lavant Memorial Hall	Meeting 11/3	£ 7.50
	TOTAL TO PAY	£ 15,567.46