

NORTHCHAPEL PARISH COUNCIL

Approved Minutes of a Meeting held at Northchapel Village Hall, On Thursday 7th July 2011

Present: Councillors Mr Willie Poste, Mrs Jane Walter, Mrs Lynda Bell, Mrs Sharon Holden, Mrs Angelique Burns and Mr Paul Markides

In attendance: Mrs Helen Cruikshank, Parish Clerk

Comments and Questions from the members of the public:

There were two members of the public present.

A member of the Public from Northchapel Stores raised an issue that continually plagues the village shop regarding the problem with available parking in the layby opposite. With all the changes recently at District Council and County Council level he will once more try and get support from WSCC Highways and the District Council for some designated parking. He appreciates that the Parish Council have always been supportive in the past and would like once again their support. He estimates 10-15% of business is lost. He impressed that neighbours generally keep the layby clear and during the week there is not a problem but it is week-ends which are an issue. This week-end past for example there was only one space and passing cars will not stop so potential is lost.

WSCC Highways were approached before but no luck so at the moment this option is the only option, the layby needs to be kept clear. This relies completely on the goodwill of neighbours. Support is required for some dedicated parking as the shop will be lost if the issue is not resolved. NO parking NO shop.

Saturday and Sunday mornings are the difficult parking times together with weekdays between 7am-9am. The layby is generally empty during the daytime on weekdays. Councillor Markides stated that currently the layby is a public parking space and there will be times when residents need to park their cars there. He apologised for any inconvenience this may cause.

Councillor Burns asked how many dedicated parking spaces would be required? 3 spaces would be sufficient at one end of the layby. For now, careful parking is essential ie. Not parking in the middle of the layby when it is empty. Notes on cars are the only way forward until a proper solution is found.

Clerk to email County Councillor regarding this.

17. Apologies for absence: County Councillor Chris Duncton
Councillor Mrs Georgina Murphy

18. Declarations of Interest: There were no declarations of interest

19. Minutes : The minutes from the meeting held on Wednesday 25th May 2011 were approved as a correct record and signed.

20. PC Clair Gamlin/PCSO Ian Luxford: There was no report at the meeting. Clerk to contact Police to ensure attendance at the next meeting. Concern was raised regarding "For Sale" cars on the roadside. These can be reported to WSCC or the Police.
www.westsussex.gov.uk/living/consumer_advice/consumer_issues/roadside_car_sales.aspx
The Clerk had received an email from WSCC re: mobile speed enforcement at the layby by the Village Green. On a number of occasions, there has been a van parked in the lay-by which obstructs the line of sight for the operator. It was agreed that the Police vehicle could have permission to park off the road and slightly on the Village Green if this van was in situ on these occasions.

21. Report from the Elected Representatives of West Sussex County Council and Chichester District Council if available.

District Councillor Linda Westmore reported that HM Customs and Revenue are in the main reception at East Pallant House for tax issues 3 days a week (Mon-Weds 9.30am-4pm). Appointment only 0845 300 0627. Shelter also come in every Thursday to give housing advice.

The unemployment rate remained the same at 2.4% in April, 11,609 in the Chichester District.

CDC funding for Farmers, Rural Businesses and Communities has been set up to help projects boost the rural economy, improve community facilities or conserve rural heritage.

Hillgrove; An Enforcement Notice has been served with the CDC Enforcement Officer due to visit on 13/07/11 to discuss the

situation with the owner. Retrospective planning has been submitted for the hard-standing, cess-pit and fencing.

The case at Willow Spring Farm is now closed. The report is not yet back from the Environmental Health but it is thought not

enough water is being diverted to cause concern. Everything is within the law.

Football in the Community: Fernhurst (Thurs & Fri 4/5 August) Petworth (Weds 10th August) 10-3.30pm £5 per day Contact

Ben Polhill 01243 534857

There was no County Councillor report but if anyone has any questions for him then please do not hesitate to contact him.

chris.dunton@westsussex.gov.uk or 01798 342528

22. Working Party Reports

- **Allotments, Village Green and Play Area:** **Allotments:** Councillor Poste reported that there were 1 or 2 lacking this year. He requested a second hand mower be purchased as the old one had broken. Everything is growing fast. It was agreed a rotary mower be purchased @ £100. **Village Green:** The Purple Bus is coming on 9th August for a fun activity day. Councillor Markides questioned changing the colour of the benches to black, Councillor Poste said they had always been green and having only recently been painted they would stay green but compromised by agreeing that next time they would be a darker shade. **Play Area:** The Play hut needs to be removed and replaced with a new one. Approval for this was given. The Clerk has quotes for this between £1200 and £2000, she will also investigate funding. The ROSPA report has come through, Councillor Poste will look through and report back at next meeting any problems identified.
- **Footpaths, Hedges and Rights of Way:** Councillor Walter said there was nothing to report on ROW's and she was going to walk the footpaths. There were some loose cornerstones which she would report to Highways. Concern was raised with regard to overgrown hedges on pavements, Councillor Poste said he would speak to the household.
- **Planning:** Councillor Markides reported there had been two planning applications since the last meeting. One at Fernlea and Broad Lane End Cottage.
- **Village Hall:** Councillor Holden had nothing to report.
- **Housing:** It was questioned whether the report from CDC re: HOME at St Michaels Close had yet been received. Councillor Holden to chase.
- **Media and Communication:** Councillor Poste thanked Councillor Burns for last month's article in the Parish Magazine regarding the planning issues at Willow Spring Farm and Hillgrove Stud Farm. The Digital TV arrival and points raised in the District Councillor's report would be included in the next issue.

23. Aims and Objectives 2011/12

24. Parish Plan Update

These two items were discussed together. It was agreed that it would be a good idea for the Parish Council to have written aims and objectives in conjunction with the Parish Plan. Councillor Burns and the new prospective Councillor kindly agreed to take this on and report back under the working party report at each meeting.

25. Transport

Councillor Burns said that with WSCC reviewing its transport services it was essential to identify what need there is in the village for transport. DORIS had recently reduced its D1 service, ceasing its Saturday service. The Community Bus was not currently being used by enough people to justify itself. Councillor Poste said that in the old days 8 or 9 people were using the service but nowadays it is only 3. Councillor Burns said there must be people in the community with no cars and it is about letting these people know that the Community Bus exists for EVERYONE (young and old, even people with cars are eligible to use the service). Clarification re: current DORIS services to be sought by Clerk in order to find out how many people are using it and what the WSCC review criteria is.

How important is transport to Northchapel?

26. Community Involvement for the South Downs National Park Authority

The Clerk had been sent a questionnaire (Appendix 2) as the SDNA are in the process of developing a Local Development Framework for the National Park. It will define the policy for development within the National Park. It was agreed this would be discussed and filled in at the next Planning meeting on Saturday 16th July and sent back to the SDNPA by the deadline of 18th August.

27. Standing Order and Financial Regulations update

Clerk stated that it was good practise that these documents be reviewed regularly so she will send the current versions to all Councillors for their perusal and comments. They can then be updated if necessary and the new versions can be adopted at the next Parish Council meeting.

28. Parish Land Ownership Update

The Clerk has signed the final statement of truth. Hedley's Solicitors have now sent the forms back to Land Registry so the Manorial Land can be registered formally to the Parish Council.

29. Coat of Arms

Councillor Poste had received a beautiful pictorial submission from an 80 year old parishioner (see below) and many fantastic designs from Northchapel Primary School pupils. It is hoped these will be displayed at the Northchapel Vegetable & Flower show and in the Church. Thank you to everyone who sent pictures in. It is hoped to incorporate these onto the final design of the Village Pictorial sign.



30. Financial Matters

- The Council's current financial position @ £25,155 was noted
- The Bank reconciliation at Appendix 3 was noted
- The schedule of accounts submitted for payment at Appendix 4 was noted and approved including payments to AirS @ £10 (Annual Membership addition), D Goodyear @ £570 (June's Grass Cutting), CDC @ £193 (Election costs), Playsafety Ltd @ £91 (Play Area Inspection) and Mrs Helen Cruikshank @ £140 (PC repairs and Norton Security)
- The Budget Monitoring Sheet at Appendix 5 was noted
- The Clerk suggested a finance review meeting before the next Parish Council meeting. This was agreed with the Finance Committee. The Annual return has been returned, once again Northchapel Parish Council had been targeted as 5% spot check so additional information had been requested.

31. Clerks report

The Clerks report was duly received and noted.

32. Items to be included on the next agenda

Diamond Jubilee

Co-option of Councillor

Signed

Date