

# **NORTHCHAPEL PARISH COUNCIL**

## **Approved minutes of a Meeting held at Northchapel Village Hall, On Monday 7<sup>th</sup> March 2011**

**Present:** Councillors Mr Willie Poste, Mrs Jane Walter, Mrs Lynda Bell, Mr Alex Brown, Mr David Burden, Mr Andrew Dempsey and Mrs Sharon Holden

**In attendance:** Mrs Helen Cruikshank, Parish Clerk

### **Comments and Questions from the members of the public:**

There were three members of the public present.

A member of the Public raised concern with regard to the current development of the land, South of the village on the A283. Rumours are flying but the facts are that there is a caravan, mobile home and there is a BT line and electricity supply. He requested the Parish Council do as much as they can and asked what can be done going forward?

Councillor Poste said that both the Parish Council and District Council are keeping a watchful eye on the development. It is imperative that as many people write to Patrick Barry of the Planning Enforcement Team at Chichester District Council as possible. The Parish Council are doing as much as they can, keeping CDC informed but it is essential that it is not just the Parish Council who complain.

To clarify the owner has implemented a planning permission for a stable block and is currently undertaking works related to 2 other planning permissions for the site 08/02615/FUL and 08/00200/FUL, a barn and a riding arena. Since a retrospective planning application has been submitted for hard standing, sewage treatment plant and fencing (in excess of 2m adjacent to the highway) - the access is existing and does not require consent. The smaller touring caravan has been removed from the site and a larger caravan has been replaced with a static mobile home. The mobile home is jacked up and can be removed by a lorry therefore in planning law it falls within the definition of a caravan. The Mobile Home is being used as temporary workers accommodation for the duration of the works being undertaken and the land is to be used for agricultural purposes, however the planning permission is for private equestrian use. It has been advised that a period of 6 months is reasonable.

A member of the Public asked when this timescale started. District Councillor said she would investigate the six months commencement date. Councillor Brown said going forward that one has no right to live on site if you have animals. If you can show it's a small holding /life income then you can have accommodation. If a planning application comes through, the Parish Council can object to a proposal giving reasons but it does not automatically mean CDC will turn it down. However if the Parish Council do object then it does go to DC committee with the Parish Council comments, officer comments and ALL complaints. So keep protesting. A member of the public commented that it is known a house is the end game plan and likewise with reference to the Hillgrove site, how a portacabin grew and grew into a mansion.

Councillor Dempsey agreed that more noise the better and suggested a parishioner do a petition in the village shop. Spread the word. Councillor Burden added that from 1<sup>st</sup> April the South Downs National Park Authority commences so they will no doubt also have power.

CDC Planning have said they will undertake further site visits whilst the work is being carried out and the file will remain open while the mobile home is in situ. The Parish Council will keep in contact with the Enforcement Officer and keep a watchful eye on the site.

**78. Apologies for absence:** Councillor Mrs Angelique Burns due to holiday.  
Councillor Mrs Georgina Murphy due to illness.

**79. Declarations of Interest:** Councillor Sharon Holden as a member of the Community Swimming Pool project relating to the planning application for the Swimming Pool cover.  
Councillor Jane Walter as a School Governor relating to the planning application for the Swimming Pool cover.

**80. Matters arising from the last minutes of the previous Parish Council Meeting:** There were no matters arising.

**81. Minutes:** The Clerk amended the minutes to read "It was suggested that" instead of "Councillor Burns suggested that" under the Clerks report relating to a celebration for the Royal Wedding. The Minutes of the previous Parish Council Meeting held on Monday 14<sup>th</sup> January 2011 were then approved as a correct record and signed.

**82. PCSO Clair Gamlin:** There was no report.

**Please use Operation Crackdown 01243 64 22 22 or [www.OperationCrackdown.org](http://www.OperationCrackdown.org) for all anti-social driving (speeding, thoughtless and dangerous driving) and abandoned vehicles.**

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

District Councillor Linda Westmore reported that following on from the concern raised with regard to the parking issues at Valentines Lea, Hyde Martlet had sent down people twice to put notices on cars parked illegally but there were none. NO parking signs will be put up to deter parking on the green. She spoke of the effect the Localism Bill would have on planning and said that advice will be given but there are no formal plans for education. Hand holding will be offered if needed. National Park area planning will be under CDC rule. Councillor Westmore is to attend a planning talk so will report back on this. District Cuts are far worse than first thought but there is a Council Tax freeze for 2011/12. Councillor's allowances have also been frozen.

County Councillor Chris Duncton acknowledged the letter of support for the Day care services at Midhurst sent by Northchapel Parish Council. The Winter Management plan still goes on. The Salt and bags are now the Parish Council's responsibility to look after and dispose of as necessary. It is agreed that the Plan went well although salt/grit didn't really arrive in time. There will be a round-up and all recommendations and thoughts are welcomed. £79m is to be saved off the budget, £200m over 3 years. 1200 employees will leave WSCC. They are doing the best they can given they are the least funded County. County Councillor spoke regarding the waste of the site of the old Herbert Shiner School in Petworth which is costing £40k per annum sitting empty. He raised concern regarding break-ins in Ebernoe and Balls Cross in daylight. Thieves are very brazen and he encouraged people to be vigilant and keep cars locked at all times.

1<sup>st</sup> April sees the start of the parking charges being introduced in Petworth and Midhurst. The next CLC meeting has been changed from 28<sup>th</sup> March to 7<sup>th</sup> April at Capron House. The redevelopment of the Church Square is to be discussed. There is a proposal that WSCC is to lease Pagham Harbour to the RSPB.

**84. Working Party Reports**

**Allotments, Village Green and Play Area** - Councillor Poste said the new rents were due at the end of the month and he would get together with the Clerk to organise the invoices for 2011/12. Councillor Walter reported that Timberline had seen to the slide and the net had been sunk. The Parish Council are still waiting for the see-saw to be returned. Clerk to chase.

**Planning** - Councillor Brown reported that there was only one outstanding planning application for the enclosure for the community swimming pool.

**Footpaths- Councillor Walter** said she had nothing further to report.

**Village Hall – Councillor Holden** reported that the Village Hall was being used by lots of people from outside the village which was positive and bookings were on the up.

**Housing – Councillor Dempsey** said that they were currently waiting on the report from Chichester District Council. The state of the windows had already been reported to HOME.

**National Park – Councillor Burden** reported that the South Downs National Park Authority will be fully operational come 1<sup>st</sup> April 2011. The Chairman thanked him for all the work he has done for Northchapel over the many years he has served on the Parish Council. Councillor Burden said as he no longer lived or worked near or in the Parish he was no longer eligible to be a Parish Councillor for Northchapel and therefore could not stand for re-election.

### **85. Parish Land Ownership**

It was agreed by Full Council that the Clerk should proceed with registering the land known as Manorial Waste officially with the Land Registry.

### **86. Traffic**

The Clerk reported on the current status of the A283 – Petworth to County Boundary safety road scheme. As you are aware due to the extensive damage to the carriageways last winter the route and local safety scheme programme was heavily reduced in 2010 to focus attention on repairs to the carriageways. Work on the A283 Route Safety Programme was suspended as funds were diverted to deal with this winter damage. We are now in a situation that the Route Safety Programme has been severely reduced in line with Central Government Strategy to reduce public expenditure and road safety is now a lower priority. To avoid loss of any work on the A283 between Petworth and Surrey border work has been scaled down to two initiatives:

1. Two vehicle activated signs in the village of Northchapel which is in support to the response given to the consultation on the route scheme
2. Resurfacing and sign improvements (in conjunction with Surrey County Council) at the junction with the B2131.

This work is currently being planned for 2011-12 Programme. Nevertheless this cannot be confirmed until the budget has been ratified by West Sussex County Council. Some-one will be in touch at some point in the New Financial Year to confirm the timetable and details of the measures. In the meantime work is being done behind the scenes to organise power for the two new Vehicle Activated Signs which is proving to be an obstacle for much of our work. If there are any further concerns please contact Roger Harper – Team Leader – AIP and Speed Management, Safety Engineering - WSCC Highways

### **87. Fruit Tree Planting**

Councillor Dempsey said that a small fruit tree orchard was being proposed with the school, nursery and South Downs National Park backing. Thirty indigenous fruit trees would be planted by the Village Hall site. Advice was sought from the National Park, plants donated from a local nursery and labour from the pupils of the Primary School. The schedule would be for November planting with funding from the Parish Council, fundraising and the South Downs National Park Association. The biggest expense would be the fencing, it was hoped the same material as the Play Area could be used. Councillor Burden said that the orchard in Stanmore Park would provide the trees if someone from the school go along for proper training.

Councillor Dunton suggested that funding be also sought from the CLC.

### **88. Coat of Arms**

This item is to be discussed at the next meeting when responses to the Parish Magazine article will have been received.

### **89. Media and Communication**

The Clerk read out the following on behalf of and in the absence of Councillor Burns:

I found the recent training session with Trevor Leggo very interesting and motivating. What really struck me was the potential that we as a Council have, but also the really good work that we already do. Since joining the council I have become much more aware of the work that is done for the village as a whole and where and how the money is spent. I believe that there is scope to raise the profile of this work within the village. For example, I wonder how many people are away of the significant sums of money given to village amenity projects e.g.: school swimming pool roof?

I would therefore propose that we investigate ways to engage more with the people that we represent this may in turn create more interest from the public in the work that we do. I would suggest that we have a regular monthly submission in the Northchapel News (PCC funded) to include information about work done – whether it is small stuff like playground repairs or grit distribution or County/District council initiatives etc. At the moment information is submitted to the PCC by the Clerk but not all can be included as there simply isn't room. It would cost the PC £11.40 per month to have a dedicated space in the Northchapel News (A4 = 4xA5 sides). As this is a subscription publication, the information could also be displayed on the Parish Notice boards to make it accessible to all households. It is my understanding that this could be regarded as a section 137 payment. I would be happy to take responsibility for this area of work.

Full Council agreed the suggestion was a good idea and approved the proposal go ahead.

**90. Financial Matters**

- The Council's current financial position @ £18,809 was noted
- The Bank reconciliation at Appendix 2 was noted
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including payments to WSCC (Clerks February 2011 Salary) @ £407.98 and Mrs Helen Cruikshank (General Exps Q4 2010/11) @ £130.48
- The Full Council approved the appointment of Mr Tom O'Hara as the Internal Auditor 2010/11.

**91. Clerks report**

The Clerks report at Appendix 4 was duly received and noted. The Clerk brought to the Council's attention the forthcoming Parish Council elections to held on Thursday 5<sup>th</sup> May. Nomination Packs would be distributed once received to those wanting to stand for re-election.

**92. Items to be included on the next agenda**

Aims and Objectives 2011/12  
Parish Plan update  
Coat of Arms

**Signed .....**

**Date .....**