

LODSWORTH PARISH COUNCIL

DRAFT Minutes of the Annual General Meeting held at Lodsworth Village Hall On Monday 14th May 2018

Present: Councillors Justina Leitao, Charles McKee, Caroline Neville (Chair), Paul Phillips, James Rees, and Tom Richardson

In attendance: Mrs Helen Cruikshank, Parish Clerk

AGM BUSINESS AGENDA

1. To Elect a Chairman

Nominations for Chairman were invited for the ensuing year. Caroline Neville was proposed by Paul Phillips and seconded by Tom Richardson. There being no other nominations it was **RESOLVED** that Caroline Neville be elected as Chairman of Lodsworth Parish Council.

2. To Elect a Vice-Chairman

The Chairman invited nominations for Vice-Chairman and Paul Phillips was proposed by Caroline Neville and duly seconded by James Rees. There being no other nominations, it was **RESOLVED** Paul Phillips be elected Vice-Chairman for the ensuing year.

3. To Elect members of the Working Parties and Other Committees

It was agreed the responsibilities and Committees 2018/19 would be as follows:

Highways: Tom Richardson

Speedwatch: Charlie McKee

Allotments: Paul Phillips

Footpaths and Rights of Way: James Rees

Play Area: Charlie McKee and Paul Phillips

Winter Plan: Justina Leitao

Parish repairs: Paul Phillips and Deryck Hamon (non-Councillor)

Website: Niel Daubeney (non-Councillor)

Specific projects:

Bus shelter: Tom Richardson

Lickfold Flooding: Jim Summers

Representatives:

Village Hall Committee: Caroline Neville

SDNP: James Rees and Justina Leitao

Cowdray Estate liaison: James Rees

Committees

Planning: All Councillors.

Finance: Caroline Neville, Paul Phillips and James Rees

Cheque signatories: Caroline Neville, Paul Phillips, Justina Leitao and Charlie McKee.

4. To affirm dates of future meetings 2018/19

The following meeting dates were agreed for the year:

Monday 9th July 2018

Monday 10th September 2018
Monday 12th November 2018
Monday 14th January 2019
Monday 11th March 2019
Monday 13th May 2019 (AGM)

All meetings are held at 7.30pm at Lodsworth Village Hall. Planning meetings are held as and when necessary. Contact the Clerk for details of these.

PARISH COUNCIL AGENDA

Comments and Questions from members of the Public

There was one member of the public present.

31/18 To note apologies for absence

Apologies had been received from Parish Councillor Jim Summers and County Councillor David Bradford.

32/18 Declarations of interest

The Chairman reminded members of the code of conduct.

33/18 Minutes of the previous Parish Council Meeting

The minutes of the meeting held on Monday 12th March 2018 were approved and signed as a correct record.

34/18 Working Party reports

- **Highways:** Tom Richardson reported that the road repairs near to Barnett's Bridge in Selham had still not been completed and there is a crater to the side of the road. He had been messaging Highways for an update without any luck. The potholes which the Clerk had reported on Church Lane and Gills Lane were still awaiting repair. Tom said the railings at the Selham/Ambersham junction which were falling over had been repaired. With regard to improving the parking in the centre of Lodsworth, Tom showed the meeting a draft proposal for a sign to be erected by the noticeboard above car height. After discussion, it was agreed a sign of 2ft x 3ft should be commissioned with simplified writing. Tom Richardson to action. Jim Summers had approached the pub after the last meeting and headway has been made in persuading groups to park at the Village Hall. The layout of the pub car park is work in progress with the bins due to be moved to west side of the Larder which will help cosmetically and improve parking space. Tom said he was awaiting a response from WSCC Highways with regard to the bus shelter. Caroline Neville reported a road sign had been pushed over on the road leading up from the A272 into Lodsworth.
- **Speedwatch:** Charles Mckee reported there were 7 people on the Speedwatch system when he had before the meeting with a further 6 interested. He had been told the allocated machine would be a mobile flashing speed limit sign and although this was not the recommended original equipment it was felt this would still be a visual deterrent to the 7.30am-8.30am speeding traffic. Charles to send an email to all participants with an update and to also contact the Community Speedwatch team to confirm the equipment.
- **Footpaths, Hedges and Rights of Way:** James Rees reported all the volunteers had been sorted out and the inspection of the Footpaths and ROWs were due to be carried out by the ranger shortly. The ranger is going to look at potentially putting boarding down on the boggy area of the footpath which leads from St Peters Well to Leggatt Hill where it enters the wooded area which had been raised as being problematic by a parishioner in the winter. James had kindly cut back the footpath which crosses from Redlands Farm and runs behind Hill House. Justina Leitaio said there had been some asbestos dumped in the woods across Lods Bridge on the right hand side. Justina to send photo to the Clerk who would report to CDC.
- **Playground:** The Clerk confirmed a new contractor had started the grass cutting at the play area and bin emptying following the old contractor not wishing to continue. Thanks were given to Neil

Pearman for his work at the playground over the past six years. The new contractor will be cutting the grass on a fortnightly basis throughout the season. The general consensus was that the play area was looking good after the ground works. Charles McKee and Paul Phillips offered to keep an eye on it.

- **Allotments:** Paul Phillips said there was no real drama at the allotments. The usual volunteers were keeping on top of the mowing and he confirmed that a strimmer had been purchased for the allotments and a mower was now required. He hopes the rotavator could be sold to help pay for a new mower. Clerk said there were a few outstanding rents to be paid.
- **Parish repairs:** If there are works to be done in the parish, please let the Parish Council know. The parish is lucky to have the Lodsworth Preservation Society whose volunteers have helped in the village over the winter months. Sadly, the chestnut tree on the green outside of The Hollist Arms is due to be felled tomorrow due to disease and safety concerns. The tree and the triangle is owned by Cowdray Estate and they are duty bound to replace the tree. There have been many suggestions for the type of tree to be planted and all have been put forward. There has been a lot of discussions with the Head Forestry manager at Cowdray Estate who is very aware of the importance and significance of the tree to the residents. It was agreed to have the stump left at 3ft to enable the bench to be re-sited around the trunk. Clerk to inform Cowdray Estate.
Concern was raised with regard to the amount of trees and garden foliage being dumped at the triangle by Bayley's Yard. This is taking away parking spaces and the Parish Council urged parishioners to utilise their green bins or the local amenity tip in Midhurst.
- **Winter Plan:** Justina Leita reported that the annual grit/salt audit had been sent through from WSCC Active Communities Team and needs to be completed by 8th June. If there was any additional requirements needed in the parish then please let her know. Tom Richardson asked whether the grit bin by the Three Moles could be added to the list and refilled as it had been very useful on the Selham roads during the bad weather.
- **Lickfold Bridge flooding:** Caroline Neville reported that Fernhurst Parish Council were interested in getting involved with further investigations to help solve the Lickfold Bridge flooding with Lurgashall and Lodsworth Parish Councils. Jim Summers to meet up with the Chair of Lurgashall Parish Council to review the options and to try and structure a plan.
- **Planning:** Clerk stated there were two outstanding planning applications in the parish which would be discussed at a planning meeting over the next few weeks. Since the last meeting the Parish Council has discussed the following planning applications:

SDNP/18/01062/LIS and SDNP/18/01061/HOUS

Location: Leggatt Hill Farmhouse, River Lane, Lodsworth

Proposal: Proposed basement wine cellar, replacement of front door to the west elevation, single storey extension and new inglenook fireplace chimney on north elevation. Replace existing windows with French doors on ground floor and lowering of existing CIL on first floor to the southern elevation. Replace existing French doors with windows on the eastern elevation, internal alterations including removal and replacement of partitioned walls.

SDNP/18/01387/LIS

Location: 1 Gibbs cottages, Surrey Road, Lickfold

Proposal: Strip and re-tile existing pitched roofs

SDNP/18/00993/TCA

Location: River View, The Street, Lodsworth

Proposal: Notification of intention to reduce height by 30% on 1 no. Willow tree

Since the last meeting, Chichester District Council/South Downs National Park has made the following decisions:

SDNP/18/00532/DCOND and SDNP/18/00228/DCOND

Location: Bounds Cottage, The Street, Lodsworth

Proposal: Discharge from condition 3 from planning permission SDNP/16/04033/LIS and SDNP/16/04032/HOUS

Decision: Approved

SDNP/18/01158/DCOND and SDNP/18/01156/DCOND

Location: Bounds Cottage, The Street, Lodsworth

Proposal: Discharge from condition 3, 4, 5 and 6 from planning permission SDNP/16/04033/LIS and SDNP/16/04032/HOUS

Decision: Approved

SDNP/18/01215/NMA

Location: Bounds Cottage, The Street, Lodsworth

Proposal: Non-material amendments to planning permission SDNP/16/04032/HOUS - Reduce width of glazed panels to south elevation and reduce size of roof lantern.

Decision: Approved

SDNP/18/00762/TCA

Location: Hollist Arms, The Street, Lodsworth

Proposal: Notification of intention to fell 1 no, Red Horse Chestnut tree

Decision: Raise no objection

SDNP/18/00321/DCOND

Location: The Great House Langham Lane Lodsworth West Sussex GU28 9DA

Proposal: Discharge of Condition 4 from permission SDNP/17/04961/HOUS.

Decision: Approved

SDNP/18/00552/DCOND

Location: The Great House Langham Lane Lodsworth West Sussex GU28 9DA

Proposal: Discharge of Condition 4 from permission SDNP/17/04962/LIS.

Decision: Approved

SDNP/17/03482/HOUS and SDNP/17/03483/LIS

Location: The Great House Langham Lane Lodsworth West Sussex GU28 9DA

Proposal: New entrance gates

Decision: Approved

SDNP/18/01062/LIS and SDNP/18/01061/HOUS

Location: Leggatt Hill Farmhouse, River Lane, Lodsworth

Proposal: Proposed basement wine cellar, replacement of front door to the west elevation, single storey extension and new inglenook fireplace chimney on north elevation. Replace existing windows with French doors on ground floor and lowering of existing CIL on first floor to the southern elevation. Replace existing French doors with windows on the eastern elevation, internal alterations including removal and replacement of partitioned walls.

Decision: Approved

SDNP/18/00993/TCA

Location: River View, The Street, Lodsworth

Proposal: Notification of intention to reduce height by 30% on 1 no. Willow tree

Decision: Raise no objection

SDNP/18/00450/CND

Location: Whispers The Street Lodsworth GU28 9BZ

Proposal: Proposed front porch, single storey extension to kitchen, bay window, internal adaptations and utility outbuilding. Variation of condition 1 from planning permission SDNP/17/00349/HOUS to change glazing of all windows.
Application withdrawn

SDNP/18/01387/LIS

Location: 1 Gibbs Cottages, Surrey Road, Lickfold

Proposal: Strip and re-tile existing pitched roofs

Decision: Approved

35/18 General Data Protection Regulation (GDPR)

Clerk reported that it had been confirmed by Chichester District Council at the All Parishes Meeting on 30th April that the Clerk is able to be appointed the GDPR officer. The Parish Council appointed the Clerk as its GDPR officer. She would investigate getting all new emails for members through the existing lodsworth.org website domain.

36/18 Financial Matters

- The Councils current financial position of £26,836 was noted. This includes the first instalment of the 2018/19 precept at £8,613.
- The bank reconciliation at Appendix 3 was noted.
- The schedule of accounts submitted for payment at Appendix 4 was noted. Payments were authorised for Nathan Silius (Playground grass cutting) @ £90, Lodsworth Larder Ltd (APM refreshments) @ £35.73 and Mrs Jean Huggett (Internal Audit 2017/18) @ £100
- Clerk had previously distributed the year-end documents which included:
 - a) Income and Expenditure sheet y/e 31st March 2018
 - b) Bank reconciliation as at 31st March 2018
 - c) Sections 1, 2 and 3 of the Annual Return 2017/18
 - d) Explanation of Variances 2017/18

Members considered these; the Accounts for 2017/18, the Annual Return 2017/18 including section 1: the Annual Governance Statement questions and section 2: the Accounting Statement figures. Members received and noted the Internal Audit had successfully been carried out. The Annual Return statements and figures were duly proposed and seconded. Section 1 was approved and then Section 2 approved, both by Full Council and signed by the Chairman.

37/18 Reports back from meetings attended by Councillors

Due to time constraints this item was postponed until the next meeting.

38/18 Clerks Report including any correspondence

SDNP workshop – Wednesday 6th June (6.30-9.30pm) Memorial Hall Midhurst (Councillors only, please let the Clerk know if you would like to attend so she can RSVP)

North CLC Meeting – Tuesday 19th June at Elsted Village Hall at 7pm (All are welcome to attend)

Clerk to put the information and route of the Velo South event (the 100-mile cycle ride through West Sussex planned for Sunday 23rd September involving 15,000 participants) onto the notice board and website as there will be significant number of road closures in the surrounding areas.

39/18 Items to be included on the next agenda

Co-option

Please let the Clerk know of any additional items for the agenda by Tuesday 3rd July 2018

40/18 Date of next Parish Council meeting – Monday 9th July 2018 at 7.30pm

The Chairman closed the meeting at 8.05pm