

LODSWORTH PARISH COUNCIL

**DRAFT Minutes of the Annual Meeting of the Parish Council held at Lodsworth Village Hall
On Monday 19th May 2025 at 7.30pm**

Present: Councillors Luke Gilchrist, Aurele O'Malley, David O'Malley, Caroline Neville (Chair), Paul Phillips, Jim Summers and Derrie Watchorn

In attendance: Mrs Helen Cruikshank, Parish Clerk

ANNUAL PARISH COUNCIL BUSINESS AGENDA

1. To Elect a Chair

Nominations for Chair were invited for the ensuing year. Caroline Neville was proposed by Jim Summers and seconded by Aurele O'Malley. There being no other nominations it was **RESOLVED** that Caroline Neville be elected as Chair of Lodsworth Parish Council.

2. To Elect a Vice-Chair

The Chair invited nominations for Vice-Chair and Jim Summers was proposed by Caroline Neville and duly seconded by Derrie Watchorn. There being no other nominations, it was **RESOLVED** Jim Summers be elected Vice-Chair for the ensuing year.

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

Highways: All Councillors

Allotment Management: Paul Phillips

Footpaths and Rights of Way: Aurele O'Malley

Play Area: Derrie Watchorn

Winter Plan: Caroline Neville and Parish Clerk

Parish repairs: David O'Malley

Health & Safety including Parish Annual Inspection: Luke Gilchrist

Website: Parish Clerk

Specific projects:

Lickfold Bridge Flooding: Jim Summers

GREENHEAL (Parish Environmental Group): Jim Summers

Parish Tidy Up: Mark & Sally Lewis (non-Councillors)

Representatives:

Village Hall Committee: **Vacant**

SDNP: Caroline Neville

Cowdray Estate liaison: James Rees (non-Councillor)

Committees

Planning: All Councillors

Finance: All Councillors

Bank signatories: Caroline Neville and Paul Phillips.

4. To affirm dates of future meetings 2025/26

The following meeting dates were agreed for the year:

Monday 14th July 2025

Monday 8th September 2025
Monday 10th November 2025
Monday 8th December 2025 (Finance/precept only meeting)
Monday 12th January 2026
Monday 9th March 2026
Monday 11th May 2026 (Annual Meeting)

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.

There were no questions.

30/25 To note apologies for absence

Apologies had been received from Parish Councillors Tim Holloway and Paul Williams. Also, from District Councillor Francis Hobbs.

31/25 Declarations of interest/Code of Conduct

The Chair reminded members of the Code of Conduct.

32/25 Minutes of the previous Parish Council Meeting

The minutes of the meeting held on Monday 10th March 2025 were agreed and signed as a true record.

33/25 Reports from Elected representatives of WSCC and CDC

There were no reports.

If you have any issues of a District nature then please do not hesitate to contact Francis Hobbs on fhobbs@chichester.gov.uk or 01730 813313.

If you have any issues of a County nature then please do not hesitate to contact Tom Richardson on tom.richardson@westsussex.gov.uk

34/25 Working Party Reports

- **Highways:** Caroline Neville to complete the Operation Watershed Review Survey. The Clerk to report the two broken railings on Lickfold Bridge to WSCC Highways. Residents continue to be concerned about the speed of traffic through the village. Caroline Neville stated that Lodsworth will need to submit its own application for a speed reduction as Selham, Ambersham and Graffham are submitting one, just for south of the A272.
- **Footpaths and Rights of Way:** Aurele O'Malley reported on two issues on PROWs in the Bexley Hill area. She will send information to the Clerk to report to WSCC.
- **Play Area:** The annual inspection is due to be carried out in June. The fence to the north is falling down, Aurele O'Malley offered to speak with the family. An application has been submitted by the Parish Council to CDC for a grant to help fund a new zipwire.
- **Green in front of The Hollist Arms:** Jim Summers reported the grass continues to improve on the Green and the tree has been pruned and watered. A neighbouring resident kindly cuts the area.
- **Village Hall & Recreation Ground:** There was nothing to report. The Clerk to officially thank the Fete Committee for all its hard work and a successful day.
- **Allotments:** Paul Phillips reported there are a couple of new tenants. He will try and get a day rate price for the contractor to repair the allotment wall to ascertain what the Parish Council can afford to spend. Southern Water have located the new meter; it has been dug up and ready to use again.
- **Parish Repairs including Tidy Up sessions:** There was nothing to report.

- **Winter Plan:** There was nothing to report.
- **GREENHEAL:** Jim Summers reported Greenheal held a meeting last week. Its current project is swift boxes and towers. It is hoped a swift-tower will be erected in both Easebourne and Lodsworth. The subsidised fruit tree project had been a success. The next project will revolve around energy and solar. A grant has been submitted to CDC for £2,000. A Gift page will be set up for donations www.greenheal.org.uk
- **Planning:** There had been no planning applications received since the last meeting. An appeal has been made to the Secretary of State against the Refusal to grant planning consent on both the planning applications SDNP/24/04808/FUL and SDNP/25/00392/HOUS.

Chichester District Council/South Downs National Park has made the following decisions:

SDNP/24/04971/HOUS

Hazelnut Cottage The Street Lodsworth West Sussex GU28 9BZ

Retrospective (section 73a) for retention of decked area and pergola, and erection of 1 no. garden room, 1 no. shed and 1 no. greenhouse.

Decision: Approved

SDNP/25/00913/TCA

St Peters Church Church Lane Lodsworth West Sussex GU28 9DD

Notification of intention to fell 1 no. Sycamore tree (marked on plan as A) and 1 no. Ash tree

Decision: Raise no objection

SDNP/25/00851/DCOND

Stonehurst Hollihurst Road Lodsworth West Sussex GU28 9BT

Discharge of Condition 6 (habitats) and 7 (external lighting) from planning permission

SDNP/23/04669/HOUS

Decision: Refused

SDNP/25/00392/HOUS

Rindles Selham Road Selham Lodsworth West Sussex GU28 0PJ

Single storey rear extension. Roof alterations including loft conversion with front and rear dormers. Raised ridge height to existing detached garage.

Decision: Refused

SDNP/25/01874/DCOND

Stonehurst Hollihurst Road Lodsworth West Sussex GU28 9BT

Discharge of conditions 6 (habitat) and 7 (lighting) from planning permission SDNP/23/04669/HOUS

Decision: Approved

SDNP/25/01860/DCOND

Land to South of Lodsworth Water Supply Works The Street Lodsworth West Sussex GU29 0AB

Discharge of condition 21 from planning permission SDNP/24/01931/FUL

Application withdrawn

SDNP/25/01770/DCOND

Lodsworth Pumping Station Langham Lane Lodsworth West Sussex GU28 9DG

Discharge of conditions 3 (lighting) and 4 (surface water drainage) from planning permission

SDNP/24/01931/FUL

Application withdrawn

The Parish Council discussed the amended landscape planting scheme for the Water Supply works on Langham Lane (SDNP/24/01931/FUL) which had been sent from Southern Water. It agreed the area needs

substantial screening and would like to see some well established closely planted trees included in the plan. It feels this is a more effective way of screening the site. It would like further discussion and consultation with a professional company for a proper planting scheme.

35/25 Removal of BT payphone opposite The Hollist Arms

The Parish Council has submitted its objection to CDC who in turn sent it to BT. We are awaiting the determination. *Update: BT accepted the objection so the telephony remains.*

36/25 Annual Parish Meeting 2025

The APM on 15th May has been postponed due to Andrew Griffith not being able to attend. The Parish Council is waiting for a revised date from his office.

37/25 Financial Matters

- The Councils current financial position of £31,762 was noted.
- The bank reconciliation as at 12th May 2025 was noted.
- The schedule of accounts submitted for payment was approved as follows; Mrs Jean Huggett (Internal Audit 24/25) @ £100, Mrs Caroline Neville (Meeting mileage) @ £41 and Mrs Helen Cruikshank (General Expenses plus cost of laptop share) @£453.
- The Budget Monitoring sheet as at 12th May 2025 was noted.

The Clerk had distributed the Parish Council's finance pack for the financial year y/e 31st March 2025.

- Page 1: The Internal Audit report carried out by Mrs Jean Huggett. She agreed all internal control objectives had been carried out during the year raising no concerns.
- Page 2: Section 1 Annual Governance Statement
- Page 3: Section 2 Accounting Statements 2024/25
- Page 4: Explanation of Variances
- Page 5: Income and Expenditure sheet

The Parish Council's 2024/25 financial year started with an opening balance of £27,243. During the year, the Parish Council received an income of £24,497. This consisted of the precept at £17,743, allotment rents and grants and donations. The Parish Council spent £27,323 during the past financial year. This consisted of costs to maintain the Play Area and grounds including the fencing and gate, Clerk's Salary, Allotments, General Admin including insurance plus grants and donations of £4,500 for the year.

This leaves a closing balance as at 31st March 2025 of £24,417. This means the Parish Council accounts are in a healthy but not excessive state which should keep both the internal and external auditors happy. The notice of the period for the exercise of public rights and all other legal information will be displayed on the notice board and website from Tuesday 3rd June until Monday 14th July.

Councillors considered the Accounts for 2024/25, the AGAR 2024/25 including section 1: The Annual Governance Statement questions and section 2: The Accounting Statement figures.

37/25 sub item 1 Section 1: Annual Governance Statement 2024/25 were duly proposed, seconded and approved, then signed by the Chair.

37/25 sub item 2 Section 2: Accounting Statements 2024/25 were duly proposed, seconded and approved, then signed by the Chair.

38/25 Reports back from meetings attended by Councillors

Caroline Neville attended a meeting organised by Sidleham Parish Council to discuss Gypsy and Traveller sites and the need for a change in law. She also attended a meeting at the CDC offices about devolution and the new Mayoral system.

The Clerk to write and thank Shona Archer as she is leaving CDC Enforcement.

39/25 Clerks report including correspondence

The Clerk reported that there are Parish Planning training sessions at East Pallant House Wednesday 18th or 23rd June, 5-7pm.

The Clerk to include a list of who to report what to in the Parish E-newsletter.

40/25 Items to be included in the next agenda

Please let the Clerk know of any additional items to be added to the agenda by Monday 7th July 2025

41/25 Date of next Parish Council meeting

Monday 14th July 2025 at 7.30pm

The Chairman closed the meeting at 9.15pm