

East Lavington Parish Council

Minutes of the Parish Council Meeting held on Monday 28th January 2018

In NB2 Seaford College
at Seaford College, Lavington Park

The meeting started at 6.17pm

Present: Cllr Charles Britton, Cllr Nicola West, Cllr Will Yates

In Attendance: District Cllr. John Elliot, Amy Harte (Clerk) Jane Veal (Lavington Park Residents Association), Barry Gosden

1. Welcome

1/19 Vice Chairman Charles Britton welcomed all to the meeting and explained that due to the sad passing of Chairman Vivien Gosden in November that the first item on the agenda was to elect a Chairman. He expressed the council's gratitude for all the work that Cllr Gosden had done, and she will be missed.

2. Election of Chairman

2/19 Nicky West proposed Charles Britton, this was seconded by Will Yates and Charles Britton was duly elected as Chairman. Charles Britton signed the declaration of acceptance of office which was signed by the Clerk.

3. Election of Vice Chairman

3/19 Charles Britton proposed Nicky West, this was seconded by Will Yates and Nicky West was duly elected as Vice Chairman. Nicky West signed the declaration of acceptance of office which was signed by the Clerk.

4. Apologies

4/19 Cllr Michael Harting, County Cllr. David Bradford (WSCC)

5. Declarations of Interest

5/19 Cllr Nicola West declared a personal interest which may be prejudicial to the Campsite at Westerlands.

6. Minutes of Last Meeting

6.1 Approval of November 2018 Minutes.

6/19 The minutes of the meeting of **12th November 2018** were RESOLVED to be approved. C. Britton signed 'draft' copy of the minutes.

6.2 Report on action points from the last meeting.

7/19 **Tom Richardson has created a new website for Graffham and East Lavington Parish Councils.** This importantly complies with transparency regulations and GDPR as incorporates non-personal email addresses for each Parish Councillor. <http://www.eastlavington-pc.uk/> and <http://www.graffham-pc.uk/> are the Website addresses. The email addresses will all follow the pattern first name.surname@eastlavington-pc.uk there is a single address: councillors@eastlavington-pc.uk which will email all. The cost quoted is £135 per year and the Clerk can upload documents to the site. Will Yates requested a test email be sent to check these are working. **(Action A.HARTE)**

7. Co-Option of Parish Councillor

8/19 The vacancy for a Parish Councillor was advertised on Notice Boards, Website and in the Parish Magazine. One resident put their name forward. The Council RESOLVED to Co-Opt Mr Barry Gosden who signed the Acceptance of Office, Code of Conduct and completed a Register of Interests.

9/19 Cllr. Barry Gosden expressed a declaration of personal interest in the Westerlands campsite planning application.

8. Visitors' Questions:

None

9. County Councillor's Report (Mr David Bradford)

10/19 D. Bradford was not present.

10. District Councillor's Report (Mr John Elliott)

11/19 Cllr Elliott reported that there were very few applications for the grants available from CDC and that ELPC should consider applying for anything they need that would meet the criteria. A. Harte to forward the link to guidance for eligible projects to the Councillors to see if there was anything appropriate. **(Action A. HARTE)**

11. Planning Issues : New / Recent / Ongoing

11.1. SDNP/18/06194/PRE Beech Cottage Beechwood Lane East Lavington Petworth West Sussex GU28 0NA
12/19 Single storey timber orangery to side and glazed canopy to rear. Not asked to comment. **Advice Provided.**

11.2. SDNP/18/05789/PRE Maple House Norwood Lane East Lavington Petworth West Sussex GU28 0QG
13/19 Conversion of existing garage into annex, partial conversion of barn into double garage and extension to the side of the principle dwelling to provide boot/ dog room. Not asked to comment **Advice provided.**

11.3. SDNP/18/05611/FUL The Camping and Caravanning Club Great Bury Graffham Road East Lavington Petworth West Sussex GU28 0QF
14/19 Motorhome service point, resurfacing of existing roads and conversion of 4 no. grass pitches to all weather pitches. **Comments submitted by 18/12/18 in support of the application.**

11.4. SDNP/18/05595/FUL Westerlands Norwood Lane East Lavington Petworth West Sussex GU28 0QJ
15/19 Campsite for 30 tent pitches for year-round use, erection of an outdoor kitchen, erection of 2 toilet blocks and one shower/washing-up block with drainage field and creation of a car park. **Comments submitted 15/01/19.** The Parish Council notice there have been a great deal of objections submitted regarding this application and these were noted in the submission made by the Parish Council. The Parish Council investigated having a red card submitted by the District Councillor. **Application in Progress**

11.5. SDNP/17/01041/PRE Norwood Cottage Norwood Lane East Lavington Petworth West Sussex GU28 0QG
Extension to north and north east of Norwood Cottage. Not asked to comment. **In progress.**

12. Finance

12.1. Approval of accounts to 28/01/19

16/19 RESOLVED to approve

12.2. Approval of Clerk's Salary and Expenses:

21 hours @ £13.67 = £287.07 & 12 hours @ £15.10 = 181.20 + £40 office allowance. **£508.27**

17/19 RESOLVED to approve

12.3. Income/expenditure

12.3.1. VAT reclaim from 17/18 £101.22 received

12.4. Other Financial Issues

12.4.1. Budget Setting 2019/2020

18/19 The clerk was asked to check that there would be sufficient funds for training and website costs in the budget. **(Action A.HARTE)**

12.4.2. Updated Salary Scales from April 2019 Scale 26 is rising to £15.40

19/19 The council RESOLVED to accept this increase in line with NALC scales.

13. Correspondence & Invitations received since the last meeting

13.1. Circulated by email

13.2 South Downs Local Access Forum - requesting representatives

20/19 No volunteers for this currently.

14. Reports re: attendance at meetings etc.

21/19 Cllr. Charles Britton attended the SDNP meeting in December which focussed on the Management Plan.

22/19 Cllr. Barry Gosden volunteered to attend the meetings of the Heath End Liaison Group. Cllr. Britton will put him in touch with Derek Stewart Smith. **(Action C.BRITTON)**

15. Parish Matters

15.1. Request under the Freedom of Information Act regarding correspondence from a group called the A27 Alliance

23/19 The Council confirmed that there had been no correspondence between the Parish Council and The A27 Alliance.

14. Date of next Meetings –

Monday 11th March 2019

Monday 13th May 2019
Monday 8th July 2019
Monday 9th September 2019
Monday 11th November 2019
Monday 20th January 2020
Monday 16th March 2020
Monday 18th May 2020

The meeting finished at 7.31pm

I confirm this is a true record of the meeting:

Charles Britton, Chairman, 11th March 2019