

# East Lavington Parish Council

Minutes of the Parish Council Meeting held on Monday 16<sup>th</sup> September 2019  
at Seaford College, Lavington Park

Also available at [www.eastlavington-pc.uk](http://www.eastlavington-pc.uk)

The meeting started at 7.04pm

**Present:** Cllr Charles Britton, Cllr Will Yates, Cllr Barry Gosden, Cllr Simon Longman & Cllr Patrick Limpus

**In Attendance:** Amy Harte (Clerk) Cllr. Alan Sutton (WSCC), Jane Veal (Lavington Park Residents Association), James Scott-Webb, Oliver Hancock, Peter Bradley, Nicholas Price, Warren Dekkers and James Wells

## 1. Welcome

## 2. Apologies

94/19 District Cllr. David Bradford

## 3. Declarations of Interest

95/19 None.

## 4. Minutes of Last Meeting

4.1. Approval of May 2019 Minutes.

96/19 The minutes of the meeting of 15<sup>th</sup> July 2019 were RESOLVED to be approved. C Britton signed 'draft' copy of the minutes.

### 4.2 Report on action points from the last meeting.

#### 4.2.1. Councillor's Email Addresses

97/19 A. Harte has requested that the email address links are re-sent to Patrick Limpus and Will Yates as their addresses are not working. Barry Gosden is also not receiving emails though the website addresses. A, Harte to go back to Tom and request these are set up again. **(ACTION A. Harte)**

#### 4.2.2. Winter Maintenance Plan Update

98/19 A. Harte e-mailed to ask WSCC to empty and re-fill which would be better if possible, We can then drill drain holes to stop the contents becoming waterlogged. The Council discussed the possibility of ordering another grit bin for Wallace Square and one more for Norwood Lane. Jane to discuss the position with the Wallace Square Residents. **(ACTION A. Harte)**

#### 4.2.3. Duncton Common Road Sign and New Footpath

99/19 Duncton Common Road signs are now in place. The new footpath sign has not been installed as WSCC have not yet had permission from the landowners.

## 5. Visitors' Questions:

No Visitors Questions

## 6. County Councillor's Report (Mr David Bradford)

100/19 Cllr. Bradford sent his apologies

## 7. District Councillor's Report (Mr Alan Sutton)

101/19 Report attached (Annex A) (Note item 7 was after item 8 as Cllr. Sutton arrived after item 8.)

He also mentioned that Duncton were setting up a community support group and that Fittleworth were looking at traffic issues. He discussed social prescribing, such as exercise classes for the community.

Westhampnett waste depot site needs redevelopment following the fire there.

Cllr. Longman asked about any involvement in Brexit mitigation. Cllr Sutton replied that CDC has purchased a fuel depot and have a pilot system to recycle commercial food waste.

## 8. Planning Issues : New / Recent / Ongoing

- 8.1. SDNP/19/04190/HOUS Mainwood Cottage Cathangar Lane East Lavington GU28 0QW** Replacement conservatory, with utility room and study. **Comments required by Thu 03 Oct 2019**  
102/19 All councillors were asked if they had had a chance to look at the application. As some councillors had not, a planning meeting to determine a response was scheduled for Monday 23<sup>rd</sup> September at 7pm.
- 8.2. SDNP/19/04202/PRE Copse Cottage Norwood Lane East Lavington Petworth West Sussex GU28 0QG** Replacement of existing house with a new dwelling. **Pre-App Not asked to Comment**  
103/19 ELPC Councillors have been invited to attend a meeting with the owner.
- 8.3. SDNP/19/01982/PRE Beech Cottage Beechwood Lane East Lavington Petworth West Sussex GU28 0NA** Single storey timber orangery. **Pre-App Not asked to comment.**  
104/19 Cllr Britton will ask case officer about the design.
- 8.4. SDNP/19/04026/DCOND Westerlands Stud Office Norwood Lane East Lavington GU28 0QJ DISCHARGE OF CONDITIONS** - Condition 16 of SDNP/18/05595/FUL. Discharge of Conditions – **Not asked to Comment**
- 8.5. SDNP/19/03840/APNB Upper Barn House Norwood Lane East Lavington Petworth West Sussex GU28 0QJ** Proposed Agricultural barn measuring 48 metres by 20 metres. **Not asked to comment - Application Determined – Objection.**  
105/19 Cllr. Limpus expressed concern regarding declaration of interests on this application as it would be on his boundary.
- 8.6. SDNP/19/03003/HOUS Mainwood Cottage Cathangar Lane East Lavington GU28 0QW** Single storey side extension to detached workshop. Proposed change of use of existing detached workshop to a single storey self-contained annexe with various alterations and additions. Comments Submitted 14th Aug 2019. **Application in progress.**  
106/19 Cllr. Limpus expressed concerns about the process by which the response submitted by ELPC was arrived at.
- 8.7. ELPC Planning Responses**  
107/19 Cllr. Longman stated that he felt that the use of emails to decide on planning responses was not effective and in order to increase transparency it was RESOLVED to hold all planning response discussions at an advertised, minuted public meeting. Cllr. Britton explained the various options that the Parish Council have in their responses, such as no-objection, no-objection with recommendations and objections due to planning policy.  
*Alan Sutton joined the meeting 7.41pm*  
Cllr. Longman referred to SD31 and discussed the most recent planning application regarding self-contained annexes. Cllr. Limpus would prefer that planning responses are kept short and as relevant as possible. The planning process should take into account register of interest, code of conduct and if an issue is significant enough to prejudice judgement a personal interest should be declared. Cllr. Britton stated it was up to the individual to decide if they took part via the Parish Council or as an individual.  
**See Agenda item 7**  
*Alan Sutton left the meeting 8.10pm*  
On the subject of planning, a member of the public asked why 'no-objection' was used and not 'support'. Cllr. Britton replied that sometimes 'support' is used in certain responses.
- 9. Minerals & Waste**  
108/19 Cllr. Gosden reported on the meeting of the Heath End Sand Pit Liaison group (notes were circulated and published in the July ELPC minutes). There has been no response or minutes from SDNP, the next meeting will be held in October and no action points have apparently been completed. Leconfield Estate was not represented at the last meeting.
- 10. Finance**
- 10.1. Approval of accounts to 16/09/19**  
109/19 RESOLVED to be approved
- 10.2. Approval of Clerk's Salary and Expenses:**  
**10.2.1.** 27 hours @ £15.40 = £415.80 + £40 office allowance. £455.80  
110/19 RESOLVED to be approved.

### **10.3. Income/expenditure**

**10.3.1.** Zurich Insurance £324.77

111/19 RATIFIED as already paid.

### **10.4. Other Financial Issues**

112/19 The Council RESOLVED to use reserve funds for purchase of 2 new Grit bins for the Parish.

113/19 Budget preparation will be on the November Agenda.

### **11. Correspondence & Invitations received since the last meeting**

11.1. Circulated by email

### **12. Reports re: attendance at meetings etc.**

114/19 South Downs Plan Briefing to be attended by Cllr. Longman and Cllr. Gosden along with Cllr Limpus if there is a space for him.

### **13. Parish Matters**

#### **13.1. Village Design Statement and Parish Local Plan**

115/19 Cllr. Longman reported that the Village Design Statement is the old term for Neighborhood Development Plan. If ELPC were to start one this would have to follow the approach of a Neighborhood Plan developed in consultation with the parish as a whole and ratified by referendum. These are compiled at significant cost which is beyond the means of ELPC. As there are no settlement boundaries within the Parish it would be perhaps superfluous as the area is already covered by the SDNP plan. ELPC could write a statement for internal guidance regarding planning in the parish or could join with other parishes to form a combined plan.

#### **13.2. Rights of way and Highways**

116/19 A. Harte to ask Duncton Clerk if they have any news on the new footpath from the land owners. **(ACTION A. Harte)**

117/19 Complaints have been received about surface growth on a footpath in the parish and this has been partially cleared. There is also one in Seaford College grounds; Cllr Yates will speak to G. Burt about this. **(ACTION W. Yates)**

**14. Date of next Meetings –  
Monday 18th November 2019  
Monday 20th January 2020  
Monday 16th March 2020  
Monday 18th May 2020  
Monday 18th May 2020**

*The meeting finished at 8.30pm*

I confirm this is a true record of the meeting:

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Chairman, 11<sup>th</sup> November 2019

### **Annex A**

Alan Sutton - Member for Fittleworth ward- Chichester District Council – September 2019

August is a quiet month for local government due to holidays, but September is considerably busier – next month is full of news and information for the benefit of our local community.

Here are some points of interest from August.

- Tony Dignum resigned from CDC Cabinet on health grounds and his portfolio has been taken by Peter Wilding. After a reshuffle of responsibilities Cllr Martyn Bell has been appointed to cabinet. Tony is recovering well from his heart surgery.
- There is a new Chief Inspector of Police (Jon Carter) who has indicated a wish to interact more with parishes and the rural area. Roy Briscoe (Cabinet member and ex-policeman) has met him and I have suggested a co-ordinated meeting including the parishes to express our issues over Rural Policing – this is intended to be a positive workshop and not a shouting match – advice sought.
- As we have a climate emergency declared I am looking to the parishes to promote CDCs “Think before you throw” recycling message & “Against Littering” our advice to householders re fly tipping & their responsibility to use licensed carriers. I am also looking to set up tree planting in our parishes with input from our schools- advice sought
- Petworth Vision has secured funding for their excellent computer skills training and I encourage anyone needing help to look at their offering.
- An electric charging point is being installed at Petworth car park.
- Social prescribing is being piloted at Petworth and is being well received. A report was given to the Overview and Scrutiny committee on which I sit.
- The council has agreed to look at “pop up” shops in COUNCIL OWNED properties. These can be innovative uses for our high streets and are to be welcomed and may encourage non council landlords to follow our initiative
- A new exhibition “Aliens, Zombies & Monsters” is to run at the Novium Museum 28/9 to 4/1

For your information as well as sitting at Full Council I hold the following appointments but again I am happy to help any parishioner on any matter through signposting and keen to support any local events or initiatives – please keep me posted.

Overview & Scrutiny Committee (also chair of Corporate Plan task & Finish group)

Planning Committee (CDC) subject to confirmation Oct. 1 by cabinet

Alcohol and Entertainment licensing Committee including sub committees, which I have chaired

General Licensing Committee

Grants & Concessions Committee (also fast track panel reserve)

Chichester District Parking Forum

Petworth Vision – CDC Representative

Investigation & Disciplinary Committee (Members) & Standards Committee (Members)

Old Bakery Petworth member of members Task & finish group

Elected Governor for Chichester (Including rural areas) Western Sussex NHS Foundation Trust

Petworth Surgery PPG & WSHT Governor liaison