

East Lavington Parish Council

Minutes of the Parish Council meeting held on Monday 15th November 2021 at 6.15pm in N1 Seaford College, Lavington Park.

Also available at www.eastlavington-pc.uk

The meeting started at 6.17pm

Present: Cllr Charles Britton, Cllr Barry Gosden, Cllr Will Yates, Cllr Patrick Limpus and Cllr Simon Longman.

In Attendance: Amy Harte (Clerk), Cllr. Tom Richardson (County Councillor) & Cllr. Allan Sutton (District Councillor),

1. Welcome

128/21 Cllr Britton welcomes all to the meeting.

2. Apologies

129/21 None

3. Declarations of Interest

130/21 None.

4. Minutes of Last Meeting

4.1. Approval of September 2021 Minutes

131/21 The minutes of the meeting of 20th September 2021 were RESOLVED to be approved.

4.2 Report on action points from the last meeting.

4.2.1. Website Email Address – activated? (W. Yates)

132/21 Cllr Longman needs to start an account recovery process to gain host access (**ACTION S. Longman**)

4.2.2. Gullies at Cathangar reported (B. Gosden)

133/21 Cllr.Gosden reported the issue via a letter which was not responded to. The County Council cleared the gully pot and the hedges are cleared back but the issue has not really been addressed. Cllr. Gosden stressed to them that this was a safety issue.

4.2.3. Annual Parish Meeting Report (A.Harte & C. Britton)

134/21 No report was made as it seemed too far away from the point at which a report should be submitted. The relevant information is available on the website via minutes or finance docs and the APM is not officially a Parish Council Meeting.

4.2.4. All other action points carried out including submission of planning responses.

5. Visitors' Questions:

135/21 None

6. County Councillor's Report (Cllr. Tom Richardson)

136/21 Cllr Richardson reported that the road closure at Duncton was scheduled for re-opening with traffic lights from 14th December. However, as this is before the end of the school term this may cause further difficulties. Opening without traffic lights was scheduled for 23rd December. Wooden clad crash barriers are being installed which should fit in better with the surroundings. Cllr Richardson also reported that Sutton and Barlavington roads are being badly damaged as a result of the road closure. Highways will rectify the issue when the main road reopens. There have been many complaints about people using Dye House Lane as a cut through as this is not a public highway. Next weekend there will be another road closure through Lavant which could lead to further issues on smaller rural roads.

Cllr. Richardson has been working with WSCC on Speed Limit Policy and trialing 'quiet lanes'. They are aiming to restrict the rural lanes to a blanket 30MPH and have this increased if agreed rather than people fight to lower the limit. Road marking replacement was also discussed as at present this has to be 80% worn to warrant replacement.

7. District Councillor's Report (Cllr. Alan Sutton)

137/21 Cllr. Sutton sent a report (Annex A) and discussed the housing issue and 'markets for more with the councillors. He encouraged the College community to get involved with the entrepreneurial side of the markets in the area. He discussed Christmas Parking initiatives and Petworth Vision and offered support wherever needed.

8. Planning Issues : New / Recent / Ongoing

8.1. **SDNP/21/04334/FUL Seaford College.** Proposed zip wire and low and high wires. Invited to comment by 5th October 2021. 119/21 The application was discussed and RESOLVED to submit a 'No Objection' response.

138/21 **Application in progress.**

8.2. **SDNP/21/04261/HOUS Westerlands Lodge.** Proposed erection of detached outbuilding to replace existing structure. Invited to comment by 22nd September 2021. 120/21 The application was discussed and RESOLVED

139/21 to submit a 'No Objection' response. **Approved 28th October 2021.**

8.3. **SDNP/21/03307FUL Norwood Cottage.** Change of use of stable block and tack room to provide ancillary accommodation, and renovation of existing log store. ELPC raised no objection but noted that it would increase the habitable area, which might be considered in relation to SD31, and the 2020 application approved area.

140/21 **Application still in progress.**

8.4. **SDNP/21/02886/FUL Seaford College.** Proposed new woodland and ecology centre. (Approved in principle by

141/21 SDNP). ELPC raised no objection. **Still in progress.**

8.5. **SDNP/21/02320/PRE Seaford College.** Eight new outdoor tennis courts beside the sports hall. Not invited to comment. **Advice provided**

8.6. **SDNP/21/02791/PRE Seaford College.** Removal of three outdoor tennis courts, and replace with new hockey pitch. Not invited to comment. **Advice provided.**

8.7. **SDNP/21/21/01782/FUL Seaford College.** Erection of three new classrooms to replace temporary ones.

142/21 **Approved 11th November 2021.**

8.8. **SDNP/21/01738/FUL Seaford College.** New indoor cricket/golf lanes and classroom. Comments submitted,

143/21 raised no objection. Determination deadline was 24th May, **still in progress.**

8.9. **SDNP/21/00970/HOUS Eastwood Farm.** Installation of dormer windows. ELPC raised no objection.

144/21 **Approved 7th October 2021.**

Cllr Sutton left the meeting at 6.50pm

9. Finance

9.1. **Approval of accounts to 15/11/21**

145/21 Accounts were reviewed and RESOLVED to be approved for period ending 15th November 2021

9.2. **Approval of Clerk's Salary and Expenses:**

9.2.1. **24 hours @ £15.78 = £378.72 + £40 office allowance. £418.72**

146/21 Salary and Expenses RESOLVED to be approved

9.3. **Income/expenditure**

9.3.1. **Parish Online Subscription £60**

147/21 Payment to Parish Online RESOLVED to be approved

9.4. Budget Setting

148/21 The council examined the budget at historically over the last few years the expenditure has been greater than the income having the effect of reducing the reserve held by the council. It was therefore RESOLVED to increase the precept to £3450 in order to meet the needs of the budget more closely.

9.5. Other Financial Issues

149/21 Cllr Longman reported that Graffham Parish Council had withdrawn financial support for the recreation ground in Graffham. The New Homes Bonus funding was discussed as originally planned for Duncton's playground facilities, however it was decided that if Graffham Parish Council were not contributing, it would not be appropriate for ELPC to do so.

10. Correspondence & Invitations received since the last meeting

10.1. Circulated by email

11. Reports re: attendance at meetings etc.

150/21 Cllr. Britton reported on the CDALC meeting which discussed the new constitution. He commented that it was disappointing that out of 45 parishes only about 12 were represented. He also reported attendance at the WSALC AGM. He reported that Mullbery & Co were doing well with training online and will eventually go back to longer in person training courses.

12. Parish Matters

12.1. Rights of way and Highways

151/21 Cllr. Gosden reported that the signage and clearing is now underway on footpaths in the parish.

12.2. Broadband

152/21 Cllr Longman reported that the Graffham Community Fiber Partnership scheme has been approved and is viable. They now need residences in the parishes to pledge to sign up to the broadband in order to raise the required number of vouchers to ensure the scheme is paid for fully (roughly 160 residences). Andrew Griffith has offered help and Cllr. Richardson offered his assistance if required.

12.3. Queen's Jubilee – Queen's Green Canopy

153/21 Cllr. Britton had been asked by the PCC if the Parish Council would attend a meeting in the new year to discuss plans for a joint Graffham and East Lavington Celebration of the Queen's Jubilee. All councillors agreed that would be possible and asked for a volunteer to attend the meeting. **(ACTION C. Britton)**

The clerk reported that there is a possibility of a £250 contribution from CDC for this.

154/21 The Queen's Green Canopy was discussed and Cllr. Yates stated that it may be possible to plant a tree in Seaford College Grounds.

13. Date of next Meetings –

Monday 17th January 2022

Monday 21st March 2022

Monday 16th May 2022

Monday 18th July 2022

The meeting finished at 7.22pm

I confirm this is a true record of the meeting:

Chairman, 17th January 2022

ANNEX A

There is a fair amount going on at the council at the moment. We've launched the Chichester Youth Hub, which support 18-24 year olds to gain the skills and confidence they need to enter the working world. Working with local businesses, The Chichester Youth Hub supports clients into finding employment, work experience, apprenticeships or Kickstart roles. The Kickstart programme is a Government scheme that provides young people with six months paid work placements to gain key skills and experience that will help them to find long-term employment.

HOUSING

The first stage of a project to increase the amount of much-needed short stay accommodation for people facing homelessness is now complete, with three refurbished flats now ready for use. Work is progressing well at the Freeland Close site, which will provide a further 17 flats. You can find out more here:

<https://www.chichester.gov.uk/article/35858/Construction-of-new-short-stay-homeless-accommodation-reaches-key-milestone>



TREES

More than 8,000 free trees will be planted in the Chichester District this winter as part of a scheme to increase tree planting across the district. The scheme, which is funded by The Department for Environment, Food and Rural Affairs (DEFRA), is testing ways to increase tree cover in rural and urban areas. We are one of five local authorities in England taking part in the £2.5 million tree planting pilot. You can find out more here:

<https://www.chichester.gov.uk/article/35918/More-than-8000-trees-to-be-planted-in-theChichester-District-this-winter>

MARKETS & MORE

A new quality street market featuring local designers and producers came to Chichester city centre on Sunday 7 November. The Cross Market & More has been organised by our events team following an increased demand for more varied types of markets across the district.

CHRISTMAS

We are also reaching that time of year when we all start to think about Christmas. I'm pleased to tell you that we will be running our Support Local campaign again this year, along with partners across the district, including the Observer series and V2 Radio. As part of this, we have just announced that we will be introducing a package of parking incentives in council owned car parks to further support local businesses this Christmas.

These offers include: selecting two hours and getting a third free in most council-owned car parks across the district in December when using the MiPermit app; free parking every weekend in December in the Avenue de Chartres car park in Chichester; and free parking after 4pm in the Avenue de Chartres car park for the Christmas light switch on and late night shopping events in Chichester.

While on the topic of car parks, I'm also pleased to say that we have won a national award for 'best online parking services.' A huge amount of work has been carried out on these web pages by the Communications and Parking teams to improve the customer experience and make it easy for people to carry out tasks themselves, including purchasing season tickets and residents' permits; viewing evidence; and, paying and challenging a Penalty Charge Notice. You can find this at www.chichester.gov.uk/parking

Our public toilets have also been recognised as some of the most accessible in the country. Overall, we were ranked fourth in the country. This is really pleasing, because we know how important public toilets are – especially to those who have particular medical conditions, older people, those who are pregnant and parents with young children.

POP-UP SHOPS

We have started to welcome our next group of hopeful high-street businesses into our Pop-up shops in Crane Street, Chichester from 16 September. The scheme was introduced to help support small and start-up businesses in the district by offering affordable temporary premises. This gives local entrepreneurs the opportunity to trial business concepts and trade in a high street location without the commitment or cost of a longer-term lease. Please make sure that you take a walk down Crane Street the next time you are in Chichester city centre and offer your support.

2022 Season of Culture

We're also busy working with our partners on the Season of Culture. This will celebrate a series of milestones, including the 60th anniversary of Chichester Festival Theatre; 40th anniversary of Pallant House Gallery; 10th anniversary of The Novium Museum; 30th anniversary of Chichester International Film Festival's 30th anniversary; 10th anniversary of the Festival of Chichester; and 200th anniversary of the Chichester Canal! Cultural organisations from across the district are participating, with a series of fantastic events and celebrations.

INWARD INVESTMENT

As you know, inward investment and helping local businesses to grow and thrive is a key priority for us. We are doing a huge amount of work in this area – from encouraging businesses to relocate here, through to helping entrepreneurs and start-ups expand their businesses. Only the other week, we held an online forum for businesses across the country to hear about some of the work that we are doing. Over 50 businesses registered to join us on the Real Estate Live channel to hear about the fantastic business and economic opportunities that exist in the district. This is all part of our inward investment strategy. This year, we launched the 'Invest Chichester' website, which aims to provide information and support to those businesses who may be interested in investing in or relocating here: <https://investchichester.co.uk/> We also have a dedicated LinkedIn page at: <https://www.linkedin.com/company/invest-chichester/> which provides regular updates on the work that we are doing, available grants and interesting interviews about what the area has to offer.

NOVIUM MUSEUM

Coming Soon – Brick Wonders We are excited to announce our upcoming exhibition, Brick Wonders, which will open on Saturday 4 December. Brick Wonders will take visitors on a global journey of wonders old and new, recreated from 500,000 LEGO Bricks. Beginning with the seven wonders of the ancient world, the exhibition includes sights such as the Grand Canyon, Old London Bridge, the International Space Station and an installation of the Great Barrier Reef – complete with underwater lighting and sound effects! A must-see exhibition for the whole family - and a real treat for LEGO brick fans - Brick Wonders opens on Saturday 4 December and will run until 5 June 2022. Tickets to the exhibition cost £4 for adults, £2.50 for children and £12 for a family of up to five. Relaxed SEN sessions are available. Booking in advance is essential. For more information, and to book your visit please see: www.thenovium.org/brickwonders. Entrance to the rest of the museum remains free, with donations gratefully accepted.

Petworth Vision

Petworth Vision is progressing the CDC part-funded creation of a dedicated website for the Petworth Heritage Partnership, with the design of the logo. The website is going live mid-November. The partnership comprises the following organisations: St Mary's Church; United Reformed Church; The Leconfield Hall; Sacred Heart Church; The Old Railway Station; Petworth & District Community Association; Petworth Vision CIC; The Petworth Society; Petworth Business Association; and, the Petworth Town Band. The aim is to promote the organisations together on one dedicated website to help showcase Petworth's large number of heritage sites in a more efficient way, encourage greater community engagement and increase visitor numbers. The ongoing maintenance of the new website will be funded by donations raised during the Heritage Weekends and throughout the year. Petworth Vision is also progressing the CDC part-funded scheme of setting up and running computer training at the United Reform Church for residents of Petworth and the surrounding areas. It is being presented as an IT café and training will range from online banking and shopping, to using Zoom and Skype and IT security. The sessions run every Tuesday morning and will finish in September 2022. The IT café is being promoted through Facebook/Instagram/leaflets/ the Petworth Business Association website and an article in the Midhurst & Petworth Observer.

Parking incentives and charges

In line with CDC's fees and charges policy, our Pay and Display tariffs and Season Tickets will increase by the rate of inflation with some variations to allow the rounding of tariffs. This will come into effect from 1 April 2022. The 'flat rate' tariffs, for example in Little London and Baffins Lane car parks, and the Sunday charges will remain as at present without the inflationary increase. Notices will be placed in the car parks advising of any changes. A number of parking incentives have been announced for Christmas this year. These include: • Select two hours and get a third free in most council-owned car parks across the district during December when using the MiPermit app. • Free parking every weekend in December in the Avenue de Chartres car park in Chichester. • Free parking after 4pm in the Avenue de Chartres car park for the Christmas light switch on and late night shopping events in Chichester

The latest vacancy rate figures: Chichester 11.7% East Wittering 0% Midhurst 8.3% Petworth 4.5% Selsey 5.4% For comparison the British Retail Consortium using data from the Local Data Company reports overall vacancy rates were 14.5% in Britain, up from 14.1% in the first quarter of the year – meaning the number of empty shops has increased for the past three years.