



# Fittleworth Parish Council

## Minutes of the Parish Council Meeting held on 18<sup>th</sup> September 2017 at 7.00pm in the Pavilion Building.

**Present:** Chris Welfare (CW) Chair, Mike Allin (MA), David Brittain (DB), Alison Welterveden (AW), Mick Foote (MF), Robin Dunstan (RD), Tony Broughton (TB).

**In attendance:** Janet Duncton (JD) for item 3

**Members of public:** Mike Stanbridge (MS), Mr and Mrs Miller

**1. Apologies for absence:** Chris O'Callaghan (CO), Shelagh Morgan (SM) in whose absence DB was asked to take the minutes.

### 2. Minutes of the last meeting and matters arising

The minutes of the previous meeting held on 17th July 2017 were approved as a correct record and signed by CW. MF and RD are to meet to discuss the Greatpin Croft parking issues.

**Action  
by**

**MF/RD**

### 3. District / County Councillor reports

JD reported that the A27 issue is taking a very long time to settle. Chichester District Council are organising themselves to have a fresh look. The A27 proposals for Arundel and Worthing are out for consultation.

The West Sussex highway contract has been put out to four contractors and the new contract (for the work currently done by Balfour Beatty) is expected to be in place by 1<sup>st</sup> April 2018.

With regard to the Fittleworth village shop Chichester District Council is doing everything it can and AW thanked JD for her cover note for the village shop grant application.

£500,000 was expected to be saved on the West Sussex Fire and Rescue service budget.

In regard to extending parking in Greatpin Croft to a grassed area (first raised by RD), JD thought Hyde Martlett should be approached.

MA mentioned that the Fittleworth roadsign at Egdean was obscured by foliage. JD responded that every single road was inspected once a month and in this case the Leconfield estate was responsible and should start cutting the hedgerows shortly. The relevant landowner in each case should ensure that road signs are not obscured. Otherwise reports should be made via the Love West Sussex website.

On the Operation Watershed applications relating to School Lane drains MA mentioned that they would be submitted after a recent meeting with Landbuild.

**MA**

On the recent publicity about trialling full fibre Broadband in West Sussex JD will enquire quite what this involves and get back to CW.

JD

#### 4. Public Questions

There were none.

#### 5. Declaration by Council members of personal or prejudicial interest

There were none.

#### 6. Update on on-going matters not covered elsewhere

##### **Meetings**

1. CW attended the **NW NE Parishes Forum on 6th September**. Chris Paterson of SDNP had pointed out that the South Downs Local Plan would go out to Consultation from 26th September. On police matters Chief Inspector Justin Burtenshaw reported on the recent changes to PCSOs. He now had 27 (more highly trained than before) to deploy. Mike Beal had given a presentation on Looking after Vulnerable People. Jane of Midhurst Cycling had given a presentation which included a mention of the Rother Valley Greenway, a Protected Route from Petersfield to Pulborough
2. **20th September All Parishes Meeting** at Chichester SM was down to attend this, with MA if available. **SM**
3. **SSALC Chairs' Networking Day 28th September**. CW was planning to go. **CW**
4. **4th October WSALC AGM**. DB was planning to go. Trevor Leggo's minor stroke was mentioned. **DB**
5. **4th October.SDNPA Workshop** Midhurst 6.30-9.30pm. DB was to ask SM whether she could make this. **DB/SM**
6. **23rd October CDALC**. DB to ask SM whether she could attend this meeting. **DB/SM**

#### 7. Items for discussion

1. Neighbourhood plan. The Pre-Submission Version was not ready yet, but the Steering Group had held a good meeting with SDNP. CW hoped that this Version would be available for consideration by parish councillors by the end of September, ready for a decision at the October meeting. CW and the designer were working on the gaps and maps and generally the working party was in dialogue with SDNP. **CW**

2. Village shop/new Playground - AW reported that the share offer had raised £41,400 and there were now 250 shareholders. A grant application had gone to SDNP Sustainable Communities Fund for the maximum amount of £10,000. Another application had gone to the West Sussex Big Society Fund with JD's letter of support. Further applications had been submitted to different funds at West Sussex County Council and Chichester District Council as well as Sport England and West Sussex Community Initiatives. AW also ran through the list of forthcoming fund raising events and said that any councillor support for individual events would be appreciated e.g Race Night, Zumbathon, Fittleworth Variety Show, and Harvest Supper (half of the proceeds to the Village Shop/Playground funds). The Music Night, which 90 people attended, raised £600. AW also mentioned that one of the higher Playground tenderers had offered to price match the successful tenderer. AW asked DB to make progress on the shop lease asap. **All**  
**DB**

3. Parish Council land at the bottom of Sandy Lane. In response to an email dated 5th September from Lynne Matthews of Brookside, Sandy Lane, it was mentioned that the bigger parking area has "Polite Notices" (reserving spaces for particular houses on the Terrace). The Matthews complained that tall trees on this patch of ground were putting their garden into shade, and offered to pay for reducing or felling them. MA was not happy for there to be any felling and Sandy Lane residents were concerned at the loss of rural amenity. No one was aware of any fly tipping, other than as reported to CDC. MA queried whether a notice should also be put up and it was agreed that MA and MF should meet on **MA/MF**

site to establish the extent of the Parish Council's ownership and discuss options, including cutting back the nettles. On Lower Street, there was still a danger of pedestrian casualties caused by having to walk diagonally to avoid parked cars. It was agreed that CW's draft letter of some months ago should be worked up and delivered to St Richards Terrace residents by MF.

**MF**

## 8. Planning – Status of recent applications

### NEW APPLICATIONS

| REFERENCE     | DETAILS  | RECV'D                   | REPLY BY                 |
|---------------|--|--------------------------|--------------------------|
| SDNP/17/03550 | Coates Manor<br>Rear extension & garage                      | 28 <sup>th</sup> July 17 | 25 <sup>th</sup> Aug 17  |
| SDNP/17/03794 | Rotherside Tripp Hill<br>Proposed Single Storey<br>Extension | 2 <sup>nd</sup> Aug 17   | 30 <sup>th</sup> Aug 17  |
| SDNP/17/02885 | 3 The Old School<br>2 storey extension                       | 10 <sup>th</sup> Aug 17  | 7 <sup>th</sup> Sept 17  |
| SDNP/17/03627 | Pitts Garden Bedham Lane<br>New garage                       | 17 <sup>th</sup> Aug 17  | 14 <sup>th</sup> Sept 17 |
| SDNP/17/03830 | 5 St Richards Cottages<br>Dormer and Bridge Link             | 17 <sup>th</sup> Aug 17  | 14 <sup>th</sup> Sept 17 |
| SDNP/17/03994 | 2 Little Bognor Cottage<br>Re-roofing                        | 22 <sup>nd</sup> Aug 17  | 19 <sup>th</sup> Sept 17 |
| SDNP/17/04096 | Broad Halfpenny Sutton<br>New house                          | 25 <sup>th</sup> Aug 17  | 22 <sup>nd</sup> Sept 17 |
| SDNP/17/03887 | Hill Croft Bedham<br>3 bay garage                            | 5 <sup>th</sup> Sept 17  | 3 <sup>rd</sup> Oct 17   |

MA reported that the Rotherside application had been resubmitted and approved, the Coates Manor application was pending, the 3 Old School application had had minor amendments and there was no objection to the Pitts Garden application. There was no objection to the 2 Little Bognor Cottages reroofing application. MA and DB had yet to visit Hill Croft to consider an application for a 3 bay garage and changes to the Garden Room at this Listed cottage. A response had to be submitted by 3rd October.

On the Broad Halfpenny Sutton application Mr and Mrs Miller were present to make their representations before the Parish Council's response by 22nd September. There was a recent letter from the Barlavington Estate Agent as a neighbouring owner, and there had been responses from Coates Castle residents, Bury Council and others to the previous application, which was withdrawn. Mrs Miller said that, as the Landscape and Visual Impact Statement (LVIS) make clear, to their mind the Planning Officer's concerns expressed in her email before the previous application, had been addressed. The new proposed house, to which objection had not been made by the then Parish Council before planning permission was granted in 2006, was being resited away from the crumbling bank and taking into account the routes of the existing drains and the topography of the site, and involved felling of a silver birch, a non native cedar, a non native cherry laurel hedge and other trees as explained in the applicants' consultants' reports. There was intense discussion and MA made it clear that the consultants reports had been considered, but the Planning Committee's view was that the proposed house should be more centrally positioned on the site away from the north and eastern boundaries. Mention was made of it being a very tight 0.2 acre site, but on reading the LVIS again it is stated to be a 0.2 hectare site. It was agreed that MA and DB should agree and circulate a response letter for input by other councillors. MF to assist in the process.

**MA/DB  
MF**

## 9. Correspondence

The list of Correspondence was considered.

RD mentioned the issue of the dog mess outside Ambersham House, Lower Street, with a view to a reminder to pick up dog mess being added to the website and village magazine.

The Wealden Buildings Study Group's offer of an initial assessment, received by Margaret Welfare, was to be posted on the Parish Website after CW's request. **CW**

## 10. Finance

We needed to have the date on which bank statements were issued to be changed in order to be able to have up to date information available for council meetings. The data shown here is appropriate for August only.

The following invoices/expenses were paid in July and August:

|          |                       |                       |                 |
|----------|-----------------------|-----------------------|-----------------|
| 06/07/17 | WSCC                  | Clerk's salary        | 690.25          |
| 06/07/17 | Paul Duffell          | Litter pick           | 30.00           |
| 11/07/17 | The Sign Shop         | New sign              | 24.00           |
| 17/07/17 | S J Norman            | Boiler Service        | 152.00          |
| 17/07/17 | Grasstex              | Landscape Maintenance | 475.56          |
| 17/07/17 | Netwise Training      | Website               | 15.00           |
| 18/07/17 | R Cole                | Interview Expenses    | 15.30           |
| 12/08/17 | P Duffell             | Litter Pick           | 30.00           |
| 08/08/17 | SSALC                 | Recruitment process   | 420.00          |
| 13/08/17 | H Hails               | Final expenses        | 77.11           |
| 17/08/17 | Grasstex              | Landscape Maintenance | 655.02          |
|          | <b>TOTAL INVOICES</b> |                       | <b>2,584.24</b> |

Account Balances as @ 12<sup>th</sup> September 2017

|                   |           |
|-------------------|-----------|
| Current account:  | 16,962.93 |
| Reserve account:  | 10,750.94 |
| Hesworth account: | 8,090.19  |
| Birchwalks Wood:  | 5,422.20  |
| Youth account:    | 1,000.00  |

£1500 earmarked for extending fencing to prevent balls landing in the playground would be transferred from FPC to FCS to be used for the same purpose. **CW**

## 11. Health and Safety

CW was preparing a report on Hesworth Common. One swing has disappeared in recent weeks, but at least two others remained.

## 12. Working Group Reports

### Communications/Community

Nothing to report

### Crime Prevention

The weekly reports reviewed by CW and DB appeared to make no mention of the Parish despite AW suffering the theft of a lawnmower and a leaf blower from a locked garage. DB to double check the reports since 18th July.

**DB**

### Hesworth Common/Birchwalks Wood

MF had researched possible litter bins including fake wood and green bins, and will email Councillors with some proposals before the next council meeting.

The next Management Committee meeting was expected to be on 30<sup>th</sup> October (MA needed to move it from 23<sup>rd</sup> October) with a Working Party day on 29th October. As this was likely to involve tree removal for views preservation and obstructed footpaths, SDNP attendance (with a chainsaw) was needed. There is to be a Birchwalk Woods Cubs day on 11th November.

**MA**

### Maintenance

Two quotes were to be sought by MA and MS for the check on the Pavilion electrics for a report/certificate.

**MA/MS**

### Highways and Footpaths

Following receipt of the DVDs from Landbuild showing the state of the drains on School Lane WSCC have agreed that Landbuild should prepare a specification for the work required and provide a quotation. On receipt of this the parish council can apply for funding from Operation Watershed.

**MA/CW**

### Village Hall

CW attended the AGM and committee meeting on 14<sup>th</sup> September. It was planned to change the locks/keys on a day to be announced, probably in January. Holders would need to pay a deposit for their new key.

## **13. Items for inclusion on the October agenda**

- Neighbourhood Plan – pre-submission version
- Village Shop and Playground
- Hesworth Common car park bin
- Car parking in Sandy Lane
- Operation Watershed

## **14. Date of next meeting**

Monday 16<sup>th</sup> October 2017 at 7.00 pm in the Pavillion Building

The Council thanked MF for his sterling work as Acting Clerk since 6th June 2017.

The Chairman thanked everyone for attending and the meeting was closed at 9.25 pm