



Fittleworth Parish Council

**DRAFT Minutes of the Annual Parish Council Meeting held
on 21st May 2018 at 7.00pm in the Pavilion Building.**

Present:

Chris Welfare (CW) Chair, Mike Allin (MA), Alison Welterveden (AW), Tony Broughton (TB), Robin Dunstan (RD), Kerry Coughtrey (KC) & Lee Scott (LS)

In attendance:

Janet Duncton County & District Councillor (JD) and Louise Collis (Clerk)

Members of public: None

Minute Ref	Agenda Item	Action by
18-060	<p>The Clerk took the chair for items 1 and 2 on the Agenda.</p> <p>1. To Elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office</p> <p>The RESOLUTION to elect Chris Welfare as Chairman was PROPOSED by MA and SECONDED by KC. (6 Councillors voted. Unanimous vote to pass resolution). CW was duly elected. CW then signed the Declaration of Acceptance of Office.</p>	
18-061	<p>2. To Elect the Vice-chair of the Council and to receive the Chair's Declaration of Acceptance of Office</p> <p>The RESOLUTION to elect Alison Welterveden as Vice-chair was PROPOSED by TB and SECONDED by RD. (6 Councillors voted. Unanimous vote to pass resolution). AW was duly elected. AW then signed the Declaration of Acceptance of Office.</p>	
18-062	<p>3. Apologies for absence: David Brittain (DB) & Mick Foote (MF)</p>	
18-063	<p>4. Minutes of the last meeting and matters arising</p> <p>The minutes of the previous meeting held on 23rd April 2018 were approved as a correct record. The Minutes were PROPOSED by RD and SECONDED by AW The minutes were then signed by CW.</p>	
18-064	<p>5. District / County Councillor reports</p> <p>a) <u>School Close</u> JD confirmed that School Close is a WSCC adopted Road. Any necessary repairs will only be carried out once the new development work has been completed. AW to contact Steve Hodd at WSCC Highways to keep him informed of the state of the verge and road.</p> <p>b) <u>The Fleet - Pothole issues</u> Following the WSCC work close to the BT manhole cover on the pavement on School Lane, next to the Recreation Ground and close to The Fleet junction appears to be sinking. MF has reported this to BT who have it on their works schedule. In addition, the manhole cover along The Fleet near Cobwebs now has tar and stones inside following work. A pothole has appeared outside High Trees. JD to report all issues to Highways.</p> <p>c) <u>Manhole Cover - Tripp Hill</u> The manhole cover was repaired in May.</p>	<p>AW</p> <p>JD</p>
18-065	<p>6. Public Questions -</p>	

	<p>a) <u>School lane parking issue</u>. The Clerk has received an email from a parishioner who raised concerns about danger of cars parked on the corner of Greatpin Croft and School Lane. It was AGREED that the clerk would:-</p> <ul style="list-style-type: none"> • send an email to the school asking the head to remind parents to park considerately when either dropping off/collection children and when attending the school at other times of the day. • Send an email to the Village Hall asking users to park considerately if the Village Hall Car park is full. The Clerk will also suggest that for popular clubs and society meetings users should try and car share and finish before peak school pick up time. <p>b) <u>Sigma Development – Request to erect sign along the Fleet along the Recreation Ground Boundary</u>. It was agreed that to allow sign for 6 months as long as the size and wording used will be the same as the sign erected outside the school.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																		
<p>18-066</p>	<p>7. Declaration by Council members of personal or prejudicial interest – Agenda item 10 – Planning</p> <ul style="list-style-type: none"> • KC declared a personal interest in the planning application for Fitzleroi Farm Fitzleroi Lane (KC uses the stables) • DB declared a personal interest in the planning application for Fitzleroi Farm Fitzleroi Lane. Applicant is a neighbour • MA to declare a personal interest in the planning application for Gorseland. • LS declared a personal interest in the planning application for the Barlavington Estate, Pump House Barn, Barn Coates Lane Fittleworth 																			
<p>18-067</p>	<p>8. Update on on-going matters not covered elsewhere</p> <p>a) Meetings</p> <p>i) <u>Meetings attended and to be attended</u></p> <table border="1" data-bbox="268 1043 1353 1738"> <tr> <td data-bbox="268 1043 592 1120"><i>Meetings</i></td> <td data-bbox="592 1043 1198 1120">All Parishes Meeting, 30th April 2018; East Pallant House, Chichester</td> <td data-bbox="1198 1043 1353 1120">LS</td> </tr> <tr> <td data-bbox="268 1120 592 1323"></td> <td data-bbox="592 1120 1198 1323">Dale Valley Training Course Information: Lantra Awards Basic Tree Survey & Inspection Course - 27th April 2018</td> <td data-bbox="1198 1120 1353 1323">MA</td> </tr> <tr> <td data-bbox="268 1323 592 1413"><i>Up-coming meetings</i></td> <td data-bbox="592 1323 1198 1413">SALC Clerk Training Day – 23rd May 2018</td> <td data-bbox="1198 1323 1353 1413">Clerk</td> </tr> <tr> <td data-bbox="268 1413 592 1536"></td> <td data-bbox="592 1413 1198 1536">Southdowns Parish Workshops 6 June 2018 – Midhurst 19 June 2018 - Iford</td> <td data-bbox="1198 1413 1353 1536">KC LS</td> </tr> <tr> <td data-bbox="268 1536 592 1603"></td> <td data-bbox="592 1536 1198 1603">CLC Meeting -19th June 2018</td> <td data-bbox="1198 1536 1353 1603">CW</td> </tr> <tr> <td data-bbox="268 1603 592 1738"></td> <td data-bbox="592 1603 1198 1738">Pathwatch Meeting – 2 October 2018, 10 am to 11.30 am South Downs Centre, Midhurst</td> <td data-bbox="1198 1603 1353 1738">DB</td> </tr> </table> <p><i>a) Meetings attended – reports</i></p> <p>MA reported back on the Tree Survey & Inspection course. Very useful in understanding how to determine height and Size of tree and covered Ash Dieback issues.</p> <p>LS reported on the Annual Parish Meeting. Four presentations were made – Child Sexual Exploitation, GDPR Explained, Velo South and Against Litter Campaign.</p>	<i>Meetings</i>	All Parishes Meeting, 30th April 2018; East Pallant House, Chichester	LS		Dale Valley Training Course Information: Lantra Awards Basic Tree Survey & Inspection Course - 27th April 2018	MA	<i>Up-coming meetings</i>	SALC Clerk Training Day – 23rd May 2018	Clerk		Southdowns Parish Workshops 6 June 2018 – Midhurst 19 June 2018 - Iford	KC LS		CLC Meeting -19th June 2018	CW		Pathwatch Meeting – 2 October 2018, 10 am to 11.30 am South Downs Centre, Midhurst	DB	
<i>Meetings</i>	All Parishes Meeting, 30th April 2018; East Pallant House, Chichester	LS																		
	Dale Valley Training Course Information: Lantra Awards Basic Tree Survey & Inspection Course - 27th April 2018	MA																		
<i>Up-coming meetings</i>	SALC Clerk Training Day – 23rd May 2018	Clerk																		
	Southdowns Parish Workshops 6 June 2018 – Midhurst 19 June 2018 - Iford	KC LS																		
	CLC Meeting -19th June 2018	CW																		
	Pathwatch Meeting – 2 October 2018, 10 am to 11.30 am South Downs Centre, Midhurst	DB																		

18-068	<p>9. Items for discussion</p> <p>a) Consultations</p> <p>i) <u>National Planning Policy Framework</u> – LS submitted comments</p> <p>ii) <u>West Sussex County Council - Bus Strategy Consultation</u> CW to review. Deadline 6th June 2018</p> <p>iii) <u>West Sussex Fire & Rescue Service Consultation</u> – CW to review. Deadline 28 May 2018.</p> <p>iv) <u>WSSC Safer West Sussex Partnership Survey 2018</u> –Deadline 10th June</p> <p>b) Village Shop & Playground update</p> <p>The Fittleworth Playgroup requested if they could keep the old Playground bins. This was agreed by Parish councillors via email.</p> <p>AW to reported that the builders are committed to complete the work by 31 August. The recent work and disruption in the Village Hall Car Park was not to do with the shop project but due to electricity supply issues with the Village Hall. The Shop has had to apply for CDC Advertising consent for the new noticeboard to be placed outside the shop. The Playground quote has now been finalised at £77,013.50.</p> <p>The RESOLUTION to accept the final quote and pay the 25% deposit from the Fittleworth Parish Council bank account was PROPOSED by KC and SECONDED by RD. (7 Councillors voted. Unanimous vote to pass resolution).</p> <p>The RESOLUTION to use the ringfenced £1,500 (as agreed in the 2017/18 budget) will now be used towards the Playground invoice. The Resolution was PROPOSED by AW and SECONDED by KC. (7 Councillors voted. Unanimous vote to pass resolution).</p> <p>As the Lease has not yet been signed a letter of Authorisation up to 4th June 2018 has been signed. The wording for the Lease Agreement has now been agreed and the Lease now needs to be signed. The Authorisation for the signing of the Lease was covered under a separate meeting for the Recreation Ground Charity.</p> <p>c) Neighbourhood Plan update</p> <p>CW reported that there was a committee meeting on 18th May. Alterations need to be made to the plan before the submission stage. Also, the committee need to reply to those who have made a representation. It is hoped that the amended version will be presented to the Parish Council at the July meeting, with the Referendum planned for the Autumn.</p> <p>d) WSSC Salt Audit The WSSC Salt Audit deadline is 8 June. The clerk is having difficulty obtaining the relevant information required to submit the report.</p> <p>e) CDC Communities Facility Audit This was reviewed and updated by CW and the clerk. It has now been submitted to CDC.</p> <p>f) Fittleworth Flyers Event It was agreed to grant permission to the Fittleworth Flyers to use the recreation ground as the starting and finishing points of the annual race on 2nd September 2018 on the condition that the event finishes in time for the home cricket match which is due to start on the Recreation Ground at 1.30pm that day.</p>	<p>CW</p> <p>CW</p> <p>ALL</p> <p>Clerk</p>
18-069	<p>10.Planning</p> <p>a) Status of recent applications</p> <p>NEW APPLICATIONS & DECISIONS – SEE APPENDIX 1</p> <p>MA went through the Planning Committee comments submitted since the last meeting and the SDNP Decisions. The comments are set out on Appendix 1.</p> <p>b) Other Planning matters</p>	

	<p>i) <u>Planning Appeal - SDNP/17/01554 -Withies Cottage</u> No further information received to date.</p> <p>ii) <u>Quarry update</u> DB sent an update to SDNP Enforcement on 3rd May. The May site visit by SDNP Enforcement due on 8th May had to be postponed.</p> <p>iii) <u>Other Planning issues</u> SALC Planning Protocol Document dated 5th April 2018 – has been circulated to all councilors</p>																					
18-070	<p>11. Correspondence</p> <p>The list of Correspondence was considered. The following items from the list were highlighted.</p> <p>a) Velo South Cycle Event – additional information on the event has been received. It was agreed that the Clerk would contact the organisers to arrange a meeting to discuss the road closures and what steps can be taken by the organisers to assist parishioners free movement (as much as practically possible) during the event.</p>	Clerk/LS																				
18-071	<p>12. Finance</p> <p>a) Internal Auditor's Report – The Internal Audit report prepared by Mulberry & Co was received by the Parish Council and it's contents noted. It was Agreed that Mulberry & Co will be continue as the Parish Council's internal Auditor for 2018/19.</p> <p>b) Annual Return - 2017/18 Annual Governance Statement The RESOLUTION to APPROVE the Annual Return - 2017/18 Annual Governance Statement the was PROPOSED by AW and SECONDED by KC. The motion was carried. The Annual Governance Statement for 2017/18 was then signed by the Chairman and the clerk.</p> <p>c) Income & Expenditure Account Summary Year ended 31 March 2018 – The RESOLUTION to APPROVE the Income & Expenditure Account Summary Year ended 31 March 2018 the was PROPOSED by RD and SECONDED by AW. The motion was carried</p> <p>d) Annual Return - 2017/18 Accounting Statements – The RESOLUTION to APPROVE the Annual Return - 2017/18 Accounting Statements the was PROPOSED by AW and SECONDED by CW. The motion was carried. The Accounting Statement for 2017/18 was then signed by the Chairman.</p> <p>e) Review of Expenditure v budget, approval of the Accounts and bank reconciliation for the period 30 April 2018 – The RESOLUTION to APPROVE the Expenditure v budget, approval of the Accounts and bank reconciliation for the period 30 April 2018 the was PROPOSED by KC and SECONDED by LS. The motion was carried. LS signed the bank reconciliations and the bank statements for the period ended 30 April 2018.</p> <p>f) Payment of invoices Paid between meetings in April/May 2018 – STANDING ORDER PAYMENTS</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Date</th> <th>Fittleworth Parish Council Account £</th> </tr> </thead> <tbody> <tr> <td>Gatwick Area Conservation Annual Sub</td> <td>Annual Subscription</td> <td>23/4/18</td> <td>£10</td> </tr> </tbody> </table> <p>Paid on or after 21st May 2018</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Hesworth Account £</th> <th>Fittleworth Parish Council Account £</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Expenses – overtime/ mileage/ stationery (2376)</td> <td></td> <td>£373.48</td> </tr> <tr> <td>WSCC</td> <td>Salary April 18 (2377)</td> <td></td> <td>£949.15</td> </tr> </tbody> </table>	Payee	Description	Date	Fittleworth Parish Council Account £	Gatwick Area Conservation Annual Sub	Annual Subscription	23/4/18	£10	Payee	Description	Hesworth Account £	Fittleworth Parish Council Account £	Clerk	Expenses – overtime/ mileage/ stationery (2376)		£373.48	WSCC	Salary April 18 (2377)		£949.15	<p>Clerk to Submit</p> <p>Clerk to Submit</p>
Payee	Description	Date	Fittleworth Parish Council Account £																			
Gatwick Area Conservation Annual Sub	Annual Subscription	23/4/18	£10																			
Payee	Description	Hesworth Account £	Fittleworth Parish Council Account £																			
Clerk	Expenses – overtime/ mileage/ stationery (2376)		£373.48																			
WSCC	Salary April 18 (2377)		£949.15																			

	P. Duffell	Litter collection up to 26/3/18 (2378)		£15.00	
	Grasstex	Grass cutting – Recreation Ground 17/4/18 & 27/4/18 Centenary Gdns 4/4/18,16/4/18 & 24/4/18 (2379)		£454.74	
	Mulberry & Co	Internal Audit 2017/18 (2380)		£246.24	
	SSALC Ltd	Clerk Training(2381)		£100.00	
	Internal transfer	From Fittleworth Parish council Current Account to Hesworth Common Account re HLS Payment 2017/18 (2383)		£1,800.00	
	Broxap Ltd	Deposit for playground Equipment (2384)		£18,483.24	
	<p>The RESOLUTION to approve the payment of invoices as listed was PROPOSED by AW and SECONDED by KC.</p> <p>g) Financial regulations to incorporate Online banking– approval by resolution – Deferred until next meeting.</p> <p>h) VAT Claim Year ended 31 March 2018 A claim for £3,726.42 has been submitted.</p> <p>i) Asset Register Review As advised by the internal auditor, it was agreed that MA and clerk to review asset register before next meeting.</p> <p>j) Financial and Operational Risk Assessment – As advised by the Internal Auditor, it was agreed that the clerk will prepare a Financial and Operational Risk Assessment for the September 2018 meeting</p> <p>k) Any other financial issues</p> <p>i) <u>NatWest Bank statements</u> – New statement date 1st of the month for all accounts.</p> <p>ii) <u>HLS payment 2017/18</u> – £1800 was received in April and £1800 has been included in the payments schedule in item 12 f) to transfer from the FPC current account to the Hesworth Account.</p> <p>iii) <u>Trustees Indemnity Insurance</u> – At the Last meeting it was agreed that the clerk would get a quote for the Trustees Indemnity Insurance. Deferred until next meeting.</p> <p>iv) <u>The Sports & Social Club lease payment.</u> A request from the Sports & Social Club to defer the June 2018 lease payment until 1 July 2018 has been received. This is due to financial pressures. This was agreed by the councillors.</p>				<p>Next meeting</p> <p>MA/ Clerk Sept 18 meeting / Clerk</p> <p>Next meeting</p>
18-072	<p>13.General Data Protection Regulations (GDPR) Committee report</p> <p>a) Data Audit and Data Protection Officer</p> <p>The Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation.</p>				

	<p>SALC advice is unchanged, they still believe it is more than 'good practice' for a council to appoint a DPO, it is a vital safeguard for the council to have access to independent, skilled advice to ensure it is able to act lawfully.</p> <p>It was Agreed that at this time the Parish Council would not appoint a DPO however still use GDPR-Info to carry out the data audit on 6th June.</p> <p>b) Parish Councillor emails The data issue has now been resolved. The Cost to the parish council is an additional £144 per annum. The clerk will now roll out the councillor email addresses.</p>	Clerk																				
18-073	<p style="text-align: center;">14. Health & Safety: Update of new and on-going items</p> <table border="1" data-bbox="245 577 1385 965"> <thead> <tr> <th>Location</th> <th>Next Report date</th> <th>Location</th> <th>Next Report date</th> </tr> </thead> <tbody> <tr> <td>Centenary Garden & Arch</td> <td>October 2018</td> <td>Recreation Ground & Bus Shelter</td> <td>June 2018</td> </tr> <tr> <td>Hesworth Common / Birchwalks Woods</td> <td>Received</td> <td>The Triangle</td> <td>Received</td> </tr> <tr> <td>Pavilion</td> <td>Received</td> <td>Village tree inspection</td> <td>May Meeting if required</td> </tr> <tr> <td>Playground & Gym Equip.</td> <td>N/A</td> <td>Bowls Pavilion</td> <td>Received</td> </tr> </tbody> </table> <p>since the last meeting the following work has been carried out on the issues reported at the February 2018 meeting.</p> <p>Bowls Pavilion: Report 15/5/18 – Submitted. No issues to report Sports Pavilion: Report 21/5/18 – Submitted. No issues to report The Triangle: Report 20/5/ 2018 – Submitted. One post was missing in the fencing in the NE section. MA to replace. Hesworth Common: Report 21/5/18–</p> <ul style="list-style-type: none"> • Goal post entry – quote for replacement crossbar being obtained • East Car Park Entrance - Deep Depressions. Recently spread surface filler has had little effect. • Footpaths – fallen trees blocking some minor paths near East Car Park – need clearing • Bench – Lower Seat – missing 3rd slat on seat- needs repairing. Rope swings need to be removed from trees near lower viewpoint and overlooking bog area and swing with seat (short distance from car park) <p>Birchwalks Wood: Report 21/5/18– Submitted. Patch of Rhododendrons uphill from main path needs cutting back to prevent spreading.</p>	Location	Next Report date	Location	Next Report date	Centenary Garden & Arch	October 2018	Recreation Ground & Bus Shelter	June 2018	Hesworth Common / Birchwalks Woods	Received	The Triangle	Received	Pavilion	Received	Village tree inspection	May Meeting if required	Playground & Gym Equip.	N/A	Bowls Pavilion	Received	
Location	Next Report date	Location	Next Report date																			
Centenary Garden & Arch	October 2018	Recreation Ground & Bus Shelter	June 2018																			
Hesworth Common / Birchwalks Woods	Received	The Triangle	Received																			
Pavilion	Received	Village tree inspection	May Meeting if required																			
Playground & Gym Equip.	N/A	Bowls Pavilion	Received																			
18-074	<p>15) Working Group Reports</p> <p>a) Communications / Community / Youth – Nothing to report b) Crime Prevention – A parishioner’s car was broken into on Coates Common c) Hesworth Common / Birchwalks Wood –</p> <p>i) <u>Report on Hesworth Common and Birchwalks wood</u> The next working group is on 27 May. The next management meeting has not yet been arranged.</p> <p>ii) <u>Dog behaviour issue</u> The Clerk contacted the CDC Dog warden on the issue reported at the last meeting. For action to be taken the name and address of the dog owner is needed.</p>																					

	<p>d) Maintenance i) <u>The Fleet Bus Shelter bin replacement</u> The proposed wall mounted replacement bin was rejected by the Parish Council. Another quote for a ground fixed bin will be obtained.</p> <p>e) Highways & Footpaths i) <u>Water on path - Stretch of Pavement in Upper Street outside The Glebe</u> The water comes from a spring (which is not always active) and flows from a crack in the wall just to the left of the driveway. WSCC Highways have been called in before but failed to find a cure. CW reported it via the 'Love West Sussex' website. Steve Hodd informed CW that a WSCC drainage team will be sent out to investigate. ii) <u>Hedges bordering School Lane</u> CW has emailed the parishioner who raised the issue. Due to the current nesting session no further action can be taken. iii) <u>School Close - verges and condition of road</u> See 5a) above. iv) <u>Sandy Lane Parking</u> Type One is to be put down in the parking area. v) <u>Lower Street Road safety</u> Following the drafting and distribution of the letter to the residents of St Richards Cottages about road safety, responses have been received from some residents. CW to respond. vi) <u>Pothole on Little Bognor Lane by Leconfield Fishing Ponds</u> At the last meeting DB reported that the mill race bank, below the Leconfield Fishing ponds, is in poor shape. The Clerk is still awaiting the specifics in order to action.</p> <p>f) Other Highways & Footpaths issues At the March Parish Council meeting C.Cllr Duncton was asked to look into the following issue:- i) <u>Request for additional speed limit signs</u> – the Parish Council requested for additional signage where the speed limit changes from 60mph to 40mph into the village coming down the hill from Pulborough, as the current signage is not clear. JD said this was unlikely but would look into it. To date the clerk has not received any further updates</p> <p>g) Village Hall & Outside Bodies CW reported that the new online hall booking system was being brought into operation.</p>	<p>MF</p> <p>Clerk to follow up</p>
18-075	<p>16. Items for inclusion on the July Agenda - No additional items</p>	
18-076	<p>17. Date of next meeting: Monday 9th July 2018 at 7.00pm in the Pavilion Building</p> <p>Due to the Sports Pavilion being used for an event on 18th June and the need to bring forward the July meeting, it was agreed that there would be no June meeting and the next meeting would be held on Monday 9th July.</p>	

APPENDIX 1

FITTLEWORTH PARISH COUNCIL - PLANNING APPLICATIONS STATUS REPORT (21.04.18-21.5.18)

NEW APPLICATIONS

REFERENCE	DETAILS	RECV'D	REPLY BY	FPC RESPONSE	COMMENTED ON WEBSITE
SDNP/18/00373/HOUS	<p>Strawberry Trees Sandy Lane Fittleworth RH20 1EH</p> <p>Retrospective application for the construction of an outdoor swimming pool, plant house and associated works.</p>		25/4/18 Extension granted to 30/4/18	<p>Fittleworth Parish Council object to the application in its current form, since we are concerned that the proposal will impact on the character and tranquility of the surrounding area, by virtue of its siting near to the public road. We would however be minded to withdraw this objection if the following could be secured through legal agreement:</p> <ul style="list-style-type: none">• bolstering of planting between the pool and the road, so as to ensure the adequate screening of the pool and associated structures, including during winter months, and the retention of such planting in perpetuity• restriction on hours of use (to between 8am and 8pm), in order to protect the tranquil character of the surrounding largely rural area, and• restricting any artificial illumination of the pool and surrounding area (including lighting within the pool itself) to between 8am - 8pm or between dawn and dusk (whichever earlier or later)	30/4/18
SDNP/18/01353/HOUS	<p>The Knoll House Sandy Lane</p> <p>Demolish glazed structure and replace with conservatory using the existing base, and the erection of a conservatory at the front of the property</p>		29/5/18	No Objection	
SDNP/18/01551/HOUS	<p>Gorseland Wyncombe Close</p> <p>Loft conversion, front and rear dormer windows, covered porch and sliding doors to rear elevation</p>	24/4/18	16/5/18	No Objection	

SDNP/18/01578/FUL	Amen Wood Yard Fitzleroi Lane Resubmission of expired application SDNP/13/01622/FUL for the alterations and extension to existing industrial building to provide office, store and WC.	24/4/18	16/5/18	No Objection	
SDNP/18/02404/PA30	Pump House Barn Barn Coates Lane Fittleworth Notification for Prior Approval for a Proposed Change of Use of building from Office Use (Class B1(a)) to a Dwellinghouse (Class C3)		25/5/18 (not 5/6/18 per listing)		

SDNP – DECISIONS AND PENDING

REFERENCE	DETAILS	RECV'D	FPC RESPONSE	SDNP DECISION (Decision date)
SDNP/18/00106/LIS	Three Chimneys, School Lane Fittleworth RH20 1JB Proposal: In-ground swimming pool.	12/2/18	STRONGLY OBJECT The proposed siting of the swimming pool in the front garden close to the road is totally unacceptable to neighbours in close proximity to the proposed pool. The front garden of this property is extremely attractive. It provides a very important contribution to the character of the conservation area which the site occupies in School Lane. We feel therefore that the siting of the pool should be in a less obtrusive position, possibly at the rear of the site. This application, if approved, will be the focus of activity disturbing occupants of adjacent properties.	APPLICATION WITHDRAWN (19/4/18)

SDNP/18/00114/HOUS	Three Chimneys School Lane In-ground swimming pool.	12/2/18	As above	REFUSED (20/4/18)
SDNP/18/00149/FUL	Fitzleroi Farm Fitzleroi Lane Proposed new grain and secure fertilizer storage building	2/3/18	Object – Minutes April 2018 to see comments submitted	REFUSED (1/5/18)
SDNP/18/00911/LDE	Little Bognor House, Little Bognor, Existing lawful development certificate for the use of outbuildings to the south of the main house as ancillary residential purposes.	1/3/18	No Objections We have no objection. The applicant's agent has confirmed to us in writing that the objective of the application is to confirm the buildings as outbuildings associated with Little Bognor House. We support the use of this building as requested providing it is tied to the main house.	APPROVED (26/4/18)
SDNP/18/01279/LIS	Three Chimneys School Lane Fittleworth RH20 1JB Change of use of barn into habitable accommodation, new rooflights and flue, replace one side ground floor window and re tile roof.	12/3/18	Neutral with concerns Further to our initial visit to Three Chimneys when we met Mr Elsdon, who was reluctant to admit us onto his property to access the barn to enable us to make an informed decision on his proposals for change of use of the barn into habitable accommodation, I have as agreed with him , sent him a text and rung him on four occasions to try and agree a site inspection with no response, therefore our planning committee are unable to make an inspection. We are therefore unable to comment on this listed building application.	
SDNP/18/01355/TCA	Sayers Cottage, School Lane, Fittleworth Notification of intention to fell 1 no. Juniper tree (T1).	20/3/18	No Objections	Raise No Objection (19/4/18)

SDNP/18/01327/LIS	Fittleworth House Bedham Lane Fittleworth Proposed remedial and re-roofing work to the north-east wing	26/3/18	Fittleworth Parish Council have no objection to the application subject to a successful bat survey in the roof.	APPROVED (1/5/18)
SDNP/18/01956/APNB	Fitzleroi Farm Fitzleroi Lane Fittleworth Proposal: Proposed grain and straw storage building	24/4/18	Decision made before comments submitted	OBJECTION (1/5/18)

DRAFT