



Fittleworth Parish Council

PARISH COUNCIL MEETING

**Minutes of the Parish Council Meeting held on
20th March 2023 at 7.00pm in Sports Pavilion.**

Present: Parish Councillors: Jane Claxton (Chair), David Brittain, Tony Broughton, Robin Dunstan, Wade Houlden, Lee Scott, Sally Tanner and Chris Welfare.
In attendance: County Councillor: Janet Duncton

Also Present: Rachel Gorvin (Clerk),

Members of public: 2

The Chair reminded members of the public of the requirement that they limit their participation to the Public Adjournment section of the meeting.

22-247	Apologies for absence Apologies for absence were received and accepted from Mike Allin.
22-248	Minutes of the last meeting The minutes of the meeting held on 20 th February 2023 were agreed as a true record and were signed by the Chair. Proposed: Cllr Scott and seconded Cllr Welfare and agreed by the meeting.
22-249	Crime – no NPT meeting in Feb so nothing to report.
22-250	County Councillor reports – Cllr Duncton submitted a report prior to the meeting but added the following - A29 – still no permanent agreement with landowners. Once agreed it will be fixed without delay. Too dangerous to allow single carriageway traffic lights. After the fire at The Angel in Midhurst, all the residents rehomed. Cllr Dunstan will enquire about diversion signage, several comments that it wasn't clear. Non-SDNP local plan – WSCC challenged the housing number requirement and it was reduced outside the SDNP. Covers a period from 2021-2039. Anything that was approved by 2021 is deducted. Cllr Duncton agreed with a comment that improved infrastructure is needed to support new developments. More houses to be built in the north because of difficulties with water neutrality on the coast.
22-251	District Councillor reports – Cllr Sutton sent apologies, he was held up at another meeting.
22-252	Public questions and comments Worthing Homes – Damian Haley (DH) and Sammy Gearing (SG) from Worthing Homes attended to inform the Council on how the affordable homes on the Limborne Lane development were to be allocated. Cllr Claxton expressed concern about how they will ensure that local people benefit from the houses built. Worthing Homes advised they were committed to ensuring that local people were able to access the affordable housing on the site and this had been built into the assessment criteria with the local connection having a very strong weighting. Applicants would need to be on the CDC waiting list and were urged to ensure that they were, so their applications could be considered and given the local connection weighting as part of the process. Any re-lets would also take into account the local connection weighting, as would any applications for affordable rents or shared ownership applications. Cllrs asked for evidence of how

	<p>these criteria would be applied and Worthing Homes agreed to supply these to FPC so they could be kept on record.</p> <p>Worthing Homes will be holding a public information event in Village Hall on 25th April, 2pm to 6pm. The 3 terraced houses will be passivhauses, so cheaper rents and cheaper to run, but they need the residents to understand how to manage a passivhaus. Worthing Homes will be selling the shared ownership properties. Applicants for shared ownership need to apply through the Worthing Homes website Worthing Homes Enabling people to live in quality homes and thriving communities (worthing-homes.org.uk). Looking at September for a handover.</p> <p>Shared ownership will start from 35% and prices will be lower than Elivira Market Price. Interested parties need to come to event and get help to be registered with CDC or see if they qualify for shared ownership. Worthing Homes to publicise what will be available. Question was asked, What constitutes a local connection? Worthing Homes replied Live or work within the national park. If you can't come to the event, then they will give us contact details for interested villagers. Happy to do a second event. Local connection has priority over someone who has been on the list for a longer time. Damian will share with us the priorities. Question about maintenance going forward. There is a management company looking after the site. Worthing Homes will pay the same service charge as other residents which would be incorporated into any rents. Worthing Homes have an ongoing circular repair programme, so extra maintenance of wooden windows will be built into this. The Passivhaus' may have other requirements. Worthing Homes will have 50% of the site so in good position to have influence on what the Mgt Company does. Defect period 1 year. Residents will be encouraged to report defects promptly. Passivhaus consultant being retained by Worthing Homes for 12 months to ensure residents get the best out of the property. Relets – DH confirmed that there will be a flag on their internal system that the homes are for local connections. Cllr Claxton asked for this in writing. Mutual exchanges – DH will check the S106 agreement to see what it says. DH will check right to acquire.</p> <p>The Parish Council can help advertise through Parish magazine, Nextdoor, Website, Shop, Noticeboard, Sports club, School, Village Hall.</p> <p>Resident question - Churchfields Trees. Residents have been told in the past not to cut them but they are very big and overgrown. At rear of Greatpin Croft flats – fir trees. Clerk to try and find out who owns it.</p> <p>Trailer left in Greatpin Croft left there. Clerk to try and find out who is responsible.</p>
22-253	<p>Declarations by Council Members of personal or prejudicial interest</p> <p>The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).</p>
22-254	<p>Clerk Report – The Clerk circulated a report prior to the meeting. A CIL bid submitted but opportunity to submit more information around costings etc by June. Cllr Scott to contact funding advisor to see if we could get any funding for consultations or general seeding funding associated with getting the proposal up and running and funding/grants applied for. Proposal was to have a public consultation about this and potential works to the S & Social Club in May, date to be agreed..</p> <p>The Clerk will resend elections nomination packs.</p> <p>Cllr Houlden offered to deliver nominations if delivered to him by 30th March, he will take in on Friday 31st.</p>
22-255	<p>CIL Bid – The meeting noted that the Clerk had authorised £490 spend on Graphic design to enhance CIL bid and use for public display. This was due to the deadline for submission of 3rd March, there was not time to bring to a meeting. Possible display around CIL bids 23rd May. Clerk to book VH</p>
22-256	<p>Finance</p>

a) **Financial Reports**

b) **Payments**

The list of payments totalling £9651.88 was agreed in accordance with Financial Regulations.

Inv Date	Inv No	Payee	Description	Amount
16/03/2023	Various	Fittleworth Village Hall	Planning Com Room Hire Jan 22-Feb 23	256.20
23/02/2023	505515	KBO Fire & Security	Balance of Sports Pavilion Fire Alarm	2,141.40
01/03/2023	3852	Cloudy Group	Microsoft licences and fees March 2023	91.56
02/03/2023	8001671140	WSSC	Payroll Feb 2023	1,152.92
03/03/2023	64611611	WSP	Engineering Plans for Swan Green project	6,000.00
10/03/2023	12751786	ICO	Registration renewal 2023	35.00
Total Approved for payment 20/03/2023				9,677.08

22-257 Hesworth Common – Item postponed due to Cllr Allin being unable to attend

22-258 Defibrillator – Cllr Welfare has responded to Mick Foote to explain why the defibrillator is not at the VH – Currently Looking into costs for a new one. Cllr Welfare to send Clerk details of defib and they will see if they can get a quote from severnsidedefibs. The defibrillator has been required 3 times since it's been in situ. Cost could possibly be split between local organisations. Would need to find out about servicing as person doing it no longer available. The Ambulance service know that it's out of order so wouldn't send anyone there to get it.

22-259 Planning

Cllr Scott gave a brief report on planning matters.

a) Planning Committee Minutes

The minutes for the planning committee held on 24th November and 16th February were received and noted. Proposed Cllr Dunstan and seconded Cllr Scott.

b) Planning Committee Recommendations

Quiet apart from trees applications. Cllr Alin and Broughton to do site visits
Revisions to Birch Court agreed and now to be done.

22-260 Action List

The action list has not been updated, the Clerk will do this for the next meeting.

22-261 Working Groups

a) Community Hub Working Group – the next stage is to get costings – we have a quote from a QS between £2000 to £3000. Need to get another quote. The working group recommend the Parish Council agree in principle to spend approx. £1000 on QS costings subject to other parties agreeing to pay a share. Proposed Cllr Claxton and seconded Cllr Scott. The Clerk to circulate latest plans to Councillors.

b) Communications Working Group nothing to report

	<p>c) Save The Swan Working Group Cllr Houlden has spoken to Angus a few times and understands that architects have been asked to revise drawings based on Pre-app advice. No date for a public meeting as yet but owner aware of the need to consult the Community.. Cllr Houlden had no further information on possible parking options but the PC were clear that an acre of car park on a field in Lower Street would be excessive and not supported by the Parish Council. Another pop-up pizza restaurant planned soon.</p> <p>d) Maintenance Working Group</p> <p>e) Highways & Traffic Working Group – Report from Cllr Tanner on progress with the village gates, very grateful to Charles Clark for all his work on this project. Clerk to circulate for information. SID posts and sockets being installed w/c 27th March</p> <p>f) Hesworth Common Management Committee 16 SDNP volunteers to remove brambles between areas B and D.</p> <p>g) Birchwood Walks</p> <p>h) Footpaths – Horses using the footpath to Churchwood – just a small marker so perhaps not clear it's a footpath – CIL bid addresses this. Clerk to report to WSCC area ranger.</p> <p>i) Village Hall & Outside Bodies No Meeting, invoices all sorted out now.</p> <p>j) Flood Resilience Working Group – Operation watershed, nothing back</p>
22-262	Sports Pavilion – been quiet as football cancelled. Some decoration being done in corridors.
22-263	Kings Coronation – there is a grant available from CDC. Clerk to apply for a contribution to the installation of Public Art to mark the occasion of The Coronation.
22-264	Elections – Notices will be displayed. Current Cllrs have been emailed the nomination pack as well as others who have expressed interest in standing.
22-265	Correspondence – Cllr Claxton's letter in response to Mr Varvill's email discussed and some minor amendments suggested. Much of what Mr Varvill raises is in the minutes which are in the public domain and this is referenced in the response. Cllr Claxton to amend the letter to be circulated prior to sending out. Meeting agreed that once the amendments are made the final version of the letter will go out.
22-266	Chair's Announcements None
22-267	Matters Raised by Councillors for next meeting. Garden Trail 30 th April 1 st May. Litter pick? Clerk to contact CDC to see if they send sacks out for litter. Chris has the equipment. Thursday 27 th April 4pm.
22-268	Date of next meetings: 17 th April 2023

There being no other business the meeting concluded at 21:20

Signed:

Date:

