

LAVANT PARISH COUNCIL

Minutes of a Meeting of Lavant Parish Council TUESDAY 12th April 2022 AT 7.00pm, Lavant Memorial Hall Green Room

In attendance:

Councillors Aldridge; Goldsmith, Kuchanny, Newman, Quest, Pickford, Reynolds, Tucker.
Clerk Dawn Salter, District Councillor David Palmer
Public Present – X

Agenda Item 1: Apologies from Members.

Districts Councillor Palmer on holiday. County Cllr Hunt on holiday

Agenda Item 2: Code of Conduct

i. Declaration Of Interest:

Cllr Louise Tucker in item 12.1 Planning application White Cottage.

Cllr David Kuchanny in item 10 (f) Clerks report

ii. Dispensations to consider - NONE

Agenda Item 3 Public Sessions – Two members attended

It was noted that many congratulations were offered to the council on behalf of Raughmere residents on the successful defence of Raughmere Application Appeal - Decline.

Agenda Item 3: To receive and approve the minutes of Lavant Parish Council Meeting 8th February 2022.

On a **proposal** by Councillor Jenny Goldsmith and **seconded** by Councillor Louise Tucker

- It was **Resolved** that the minutes of Lavant Parish Council Meeting 8th February 2022 be accepted as a true record of proceedings. The papers were signed accordingly.

Agenda Item 4: Update on matters carried forward from previous meeting:

a) Footpath Village Green

Councillor Aldridge had circulated the design previously and presented the proposal to the councillors. It will be engineered properly and his estimate will be sent to council because of his locality and respectability he would be put forward as the contractor chosen by council. The council approved the design.

Unanimously agreed to engage the Carpenter to proceed with the bridge construction and confirmed the build is due approx. June/ July when the river dries up.

b) Sewage

Councillor James Pickford confirms an Agenda has been sent onto Southern Water to request a meeting. An outline covering an overview moving onto the sewer system and wastewater treatment plant. There are interesting studies from Portsmouth University regarding sampling discharge water the worst water treatment works run by Southern Water effecting the water quality. A drone spotted a mass and research results form one of the questions to raise with Southern Water.

The field manager from Southern Water is looking into the increase in data from the water plant.

It is emphasised to residents to call in any nature of odour from the sewers to ensure all records are reported.

The Southern Water Planning Area Manager has been invited to the meeting with Southern Water.

Agenda Item 5: -Report from County Councillor Jeremy Hunt

County Councillor Jeremy Hunt sent his apologies to council.

Agenda Item 6: District Councillors Report

District Councillor David Palmer sent his apologies

Agenda Item 7: Chairman's Report

- **Memorial Hall**

The project to upgrade the men's changing rooms / showers has been led by the Memorial Hall Chairman and committee mentioned in minutes 15th September 2021 & 7th January 2022 agenda min ref 7 to go with the new sports field.

Confirming the quotes from contractors received in the region of £42,500. plus, VAT A proposal donation from the memorial hall of £12,500 and Lavant Parish council will use CIL monies proposed to council £30,000 claim the VAT back. All agreed through SALC finance and regulations all followed in accordance with our Financial Regulations The entry had been made onto Contract Finders website and confirmation that the procedures to award the contractor are followed will be awarded to proceed with the upgrade.

o be used Proposer James Pickford Seconded David Kuchanny. Unanimous in favour. **Car Park Extension**

SDNP will be written to ensure it is signed off in accordance with the building drawing on the planning conditions reference. The planning conditions are signed off by planning authority SDNP Clerk is requested to write to SDNP planning.

Action: Clerk

- **Trees / Hedging planted by Velocity.**

Request to council volunteers to water the hedge with a hose every Tuesday to ensure the new plants grow successfully.

- **Sewage**

There will be an exert on the BBC breakfast as they cover the worst wastewater issue in years with a great mass of pollution in the river. Portsmouth University professors have identified the discharge currently is x7 times over the water quality with the effects on the water animals being monitored. Contacts suggested towards our Environment team members.

- **Platinum Jubilee Tea Party**

Due to an interruption of ill health the last meeting was cancelled. However, plans are coming through well. Mugs, Flagpole, flags, cakes, games underway. Details to sort out locally and another meeting will be held next week. Flyers have been approved to advertise the event. Far Advanced in the organisation.

Action – Cllr Pickford

- **Fete Committee**

Car Parking is a concern and a request to put forward a road closure on Sheepwash Road for the Fete - Road closure has been agreed through the Clerk. Volunteers will be placed either end. A Map will be forwarded to the Clerk.

Clerk will ensure the relevant x2 volunteers to man road closure. Signs are obtained and ask the explorers group to man it. Walkie-talkies to be supplied by councillor Tim Aldridge.

Action – Clerk

- **Lavant Primary School**

Parking situation project is still progressing and will be taken forward with West Sussex as this is the first project outside the Neighbourhood plan development that would be able to use CIL monies To work in Partnership with West Sussex Highways / Primary School.

Action CllrKuchanny/Pickford

- **Raughmere – Successful result in the Planning Application Appeal.**

Appeal Ref: APP/L3815/W/21/3284653

Field South Of Raughmere Drive, Lavant West Sussex, PO18 0AB

The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant outline planning permission.

The appeal was made by Berkeley Strategic Land Ltd against the decision of Chichester District Council. The application Ref LV/20/02675/OUTEIA, dated 16 October 2020, was refused by notice dated 16 July 2021.

The development proposed is an outline application with all matters reserved (except for access) for the development of 140 dwellings, public open space, landscaping, parking and associated works. **Decision 1.** The appeal is dismissed.

Reading the reports fully under preliminary matters concludes local plan carried minimum weight. The inspector concluded a 5.039years housing land supply - it concludes to say there is no material consideration. In accordance with the development plan all the hard work that was put into this plan is significant and thanks given to the greater public who contributed to its entirety.

The neighbourhood plan review is due shortly and consult with SDNP. Much less onerous this time as the framework is there. Looking at the revisions of the development plan there is the possibility to put pressure the District council to ensure the Strategic Gap is more formalised as a protected gap. A discussion can be to Look at Eastmead planning appeal the lessons learnt is to reflect the affordable houses allocated within this development.

- **New Sports Field**

Communication continues with the Development Owners Sunley / Crayfern. Before the transfer of land at the end of the development project, various snagging points will need to be addressed to ensure a smooth handover. These will be discussed at a meeting with them on Thursday 10th March.

Agenda Item 8: Environmental Report

The benefactor of donation of Trees have been planted up centurion way. The Lavant volunteers will water the trees to ensure they are looked after.

The Tree guard for the Elizabeth Oak Tree. The donator of the sapling wished to contribute towards the plaque a suggested figure of £50 donation is thought to be very generous and will be communicated by Cllr Jenny Goldsmith.

Action Cllr Goldsmith

A donation of a Yew Tree to council has been accepted and will be planted along the Lavant Down. Primary school are going to plant to commemorate the Platinum Jubilee and the school are going to supply the commemorative plaque. It will be well watered and looked after with a strimmer proof guard.

Bird Walk

Lead by a South Downs Ranger was deemed to be a successful walk. A number of people saw and heard 23 different species along the Sheepwash Lane chosen route.

Bat Watch

A member of the environment team has been qualified as a Bat Identifier; Bats are starting to become active again as the weather warms up. A certificate will allow him to run some Bat Surveys around Eastmead going forward to inform the council of the activity around the area.

Agenda Item 9: Bleach Centenary

Cllr Tim Aldridge reported plans are becoming more hands on to plan the event.

Agenda Item 10: Recreational Trust Update

Playsafe will commence the upgrade of the playground project 3rd May for 3 weeks install new equipment. The Picnic benches are being designed and others repaired making them available to disabled persons. The extra part of the project proposal quotes £2844.00. Safamulch will £2268 +VAT. The monies all came within the allocated funds from the CIL budget given. All agreed to go ahead.

Agenda Item 11: Clerk Report / Summary of any correspondence received

Council acknowledged the receipt of the correspondences as sent by the Clerk: -

- Consultations for reply
 - i. An Engagement Survey to Inform a Draft Education & Skills Strategy 2022-2025
- Village Green User Agreement Approval
Usage Wednesday 25th May – A work Summer Party. Donation to be sent in towards the fuel costs of the Tractor to cut the grass budget.
- Bus Shelter Damaged during Storm Eunice. Zurich Insurance company have settled the claim to the full value of replacement Bus Shelter and covered the Asbestos removal total due to council is £8426.00.
- CDC Community Grant application has been completed regarding funds for furnishing the New Sports pitch. This is a brand-new asset to this village and will support the community. Has been reported as a strong application and is now in the decision report stage we should hear by beginning of April if successful.
- Grants for Queen's Jubilee Celebrations application has been granted. The invoice for the Tree Guards has been forwarded to CDC. We await the Grant funds £250 direct into our bank
- Solicitors Letter Request Informal Subject Access Request
Cllr David Kuchanny excused himself from the discussion.

Agenda Item 12 FINANCE Accounts

The accounts for the end of Financial Year period ending 31st March 2022 were presented to the Council and ratified by the Councillors. It was **Resolved** to approve the accounts for this period.

12.1 To note receipts and recommend approval of monthly payments listed at – **Appendix A**

It was **Resolved** to approve unanimously that the attached copy of the End of Financial Year payment report including payments to be ratified up to and including end of financial year 31st March 2022. Amounting to £12,576.34(of which £xx VAT and payment report for April '22 approved for payments agreed.) Amounting to

12.2 To Approval of March 2022 Bank reconciliation – **Appendix B**

A copy of the bank statements and bank reconciliation dated 31st March 2022 was made available to council members at the meeting for monitoring and reconciliation purposes.
It was **Resolved** to approve the Bank reconciliation.

Finance Contd.

12.3 To record the Clerk and the Chairman of Council have verified the Bank Reconciliations in line with the financial regulations to satisfy the new RFO/Clerk records are balanced.

In line with good practice, the NatWest Bank Statements were inspected and the corresponding balance initialled.

Agenda Item 13: -Planning Applications and Delegated Decisions.

Councillors Tucker and Councillor Aldridge informed the Council of planning applications and / or decisions received since the last meeting.

13.1 SDNP

13.1.a

Application: SDNP/22/01413 &1549/HOUS & LIS Closing Date 22nd April 2022

Location: Langford Farm Chilgrove Road Lavant Chichester West Sussex PO18 9HL

Proposal: Chimney alterations and addition of porch to East rear elevation only

DECISION: LAVANT PARISH COUNCIL MEETING 12/04/22 MINUTE REF 13.1a support this application.

13.1.b

Application: SDNP/22/00339/LIS – Closing Date 26th April 2022

Councillor Tucker declared an interest as this is the neighbouring property and did not vote.

Location: White Cottage Pook Lane Lavant PO18 0AX

Proposal: Removal of exterior white paint to expose original brick and flint wall, opening of existing staircase and creation of a new cloakroom. Replacement of conservatory to the rear, replacement roofing alongside new gutters and down pipes.

DECISION: LAVANT PARISH COUNCIL MEETING 12/04/22 MINUTE REF 13.1b support this application.

13.2 DECISIONS

Application: SDNP/21/03746/HOUS

Location: 48 Lavant Down Road, Mid Lavant, Chichester, PO18 0DJ

Proposal: Rear two storey extension and alterations.

Decision: APPROVED.

Application: SDNP/21/03749/LIS

Location: Lavant House, West Lavant Road, Lavant, Chichester, West Sussex, PO18 9AB

Proposal: - Repairs and refurbishment to the main entrance hall and east wing including various alterations and replacement of 5 no. windows, 7 no. internal doors, 3 no. external doors and 1 no. roof light and installation of 9 no. proposed new internal doors and 2 no. new roof lights.

Decision: APPROVED

Agenda Item 14: Any requests for items for the agenda next meeting.

Annual Parish Meeting all councillors are requested to prepare a piece on their delegated contribution to Council appointments to review 2021-2022 council year activities.

Action: All Councillors

Agenda Item 15: DATE OF THE NEXT MEETING Annual Parish Meeting

The next meeting will be held on **Wednesday 11th May 2022 Annual Parish Meeting** Main Hall Lavant Memorial Hall 7pm

Meeting Finished at 20.30

Signed.....Dated.....

Appendices and Attachments

Monthly Income and Expenditure Report

Appendix A

FINANCIAL REPORT PREPARED upto End Of Financial Year 310322					
RECEIPTS: Period: 9TH MAR 22 -31ST MAR 22					
DATE	REF	PAYER	DESCRIPTION	AMOUNT	VAT
16/03/2022	CR016	ZURICH INS	CLAIM FOR BUS SHELTER	£ 8,426.00	
PAYMENTS: Mar-22					
DATE APPROVED	INVOICE NUMBER	PAYEE	DESCRIPTION	AMOUNT	VAT
08/03/2022	FO147 RATIFY	DESIGNED METAL SUFFOLK	Tree Guard Elizanet Oak	£ 282.00	47.00
09/03/2022	FO148 RATIFY	SLCC	CLERKS Council Professional Body	£ 154.00	
11/03/22	FO149 RATIFY	EURO CASH REGISTER LTD	X5SUMUP MACHINES	£ 169.14	28.19
14/03/22	FO150 RATIFY	LITTLETHORPE	Replacement Bus Shelter	£ 9,931.20	1655.20
18/03/22	FO151 RATIFY	ACORNWORKSHOP	Village Noticeboards	£ 2,040.00	340.00
TOTAL				£ 12,576.34	£ 2,070.39

LAVANT PARISH COUNCIL
FINANCIAL REPORT PREPARED NEW FINANCIAL YEAR APR 22

RECEIPTS: Period: 01 APR 22 -11 APR 22

DATE	REF	PAYER	DESCRIPTION	AMOUNT	VAT
PAYMENTS: Apr-22					
DATE APPROVED	INVOICE NUMBER	PAYEE	DESCRIPTION	AMOUNT	VAT
12/04/22	FO001	DASALTER	CLERK EXPENSES -	£ 16.00	
12/04/22	FO002	HITACHI / NOVUNA - DD	TRACTOR HP	£ 229.00	
12/04/22	FO003	ALLSTAR FUEL CARD - DD	TRACTOR FUEL	£ 135.97	22.66
12/04/22	FO004	BARCLAYCARD - DD			
12/04/22	FO005	SCANSTATION - DD	MICROSOFT LICENSE	£ 43.68	7.28
12/04/22	FO006	NEST - DD	CLERKS PENSION	£ 79.80	
12/04/22	FO007	WSSC	CLERKS SALARY & backpay to apr21 for increase.	£ 967.25	
12/04/22	FO008	WSALC	NEW YEAR SUBSCRIPTION - UPLIFT 1%	£ 579.98	
12/04/22	FO009	GOODROWES	EQUIPMENT SERVICES	£ 43.34	7.22
12/04/22	FO010	ADRIAN BLADES	VOLUNTEER EXPENSES	£ 31.90	
12/04/22	FO011	WSSC	PAYROLL COSTS	£ 103.43	17.24
			TOTAL	£ 2,230.35	£ 54.40

APPENDIX B

Lavant Parish Council			
Bank Reconciliation as of 25/03/2022			
Current Account	31st March 2022		£ 146,994.71
		total	£ 146,994.71
opening balance 1st April 20			£ 67,813.23
Add Receipts in the year			£ 118,030.22
Less Payments in the year			£ 38,848.74
	as of 31 MAR22	Balance	£ 146,994.71
Less			
Reserve @ 33% of Annual Precept of £29637			£ 9,780.00
		Total	£ 9,780.00
Ring-fenced funds			
Lavvoles			£ 829.45
Let's walk (Footpaths)			£ 1,338.03
Youth project			£ 1,440.38
watershed grant			£ 48.22
CIL SDNP	Unallocated.		£ 21,236.88
Memorial Hall	Allocated		£ 30,000.00
Playground	Allocated		£ 55,154.92
Bridge	Allocated		£ 10,000.00
		Total	£ 120,047.88
Total available funds (less ring fenced and reserve)			£ 17,166.83