

The Minutes of the Ordinary Council Meeting of Lavant Parish Council held on Tuesday 18th May 2024 commencing 7:00pm held at the Lavant Memorial Hall, Pook Lane, Lavant.

In attendance: Cllrs. Aldridge, Goldsmith, Kuchanny, Mayhead, Quest, Tucker, Turner, and Whincop.

Also Present: Locum Clerk and Clerk

Public present: Three

99. Apologies for absence.

WSSC Cllr. Hunt

CDC Cllr. Harmer

100. Declarations of Interest and Dispensation Requests.

a) None

b) None

c) None

101. Public Session.

- A resident expressed concerns about the overgrowth of hedging around Yarbrook and the landowner's obligation to maintain it. Cllr. Aldridge agreed to visit the site, take photos and report on it. Cllr. Aldridge informed the resident there is a place for reporting on WSSC website.
- Resident also expressed concerns about the gully from the new crossing on the A286 Midhurst Road, still being blocked. Cllr. Aldridge agreed to review this.

102. To receive and approve the minutes of the Parish Council meeting held 14th May 2024.

Cllr Goldsmith proposed, and Cllr Tucker seconded the approval of the draft Minutes. It was unanimously AGREED that the minutes of the previous meeting be signed by the Chairman as a true record.

103. Update on outstanding actions brought forward from previous meeting.

- a) **Update on Land Acquisition** – Cllr. Aldridge confirmed this had been completed and henceforth will be removed from the agenda of future meetings.
- b) **Electric Vehicle update** – No update.
- c) **River Bridge project update** – Cllr. Aldridge explained he is waiting for costings and will contact the relevant bodies to obtain this. Cllr. Kuchanny offered materials for the project, but it was concluded that flint was the preferred material and Cllr. Aldridge will follow up on this.

104. Brief Q&A from County Councillor on his report affecting this Parish.

WSSC Cllr.. Hunt previously sent his apologies, but no report was provided from him.

105. Brief Q&A from District Councillor on his report affecting this Parish.

CDC Cllr. Brookes-Harmer previously sent his apologies, but his report was circulated and is attached at Appendix A.

106. Chairman's Report.

- a) **Political affiliation-** Cllr. Aldridge acknowledged that whilst the Councillors will all hold their own personal political beliefs, the Parish Council has always been, and will remain, free of any political affiliation. He issued a reminder that no political posters or literature may be posted on any property belonging to Lavant Parish Council.
- b) **Lavant Fete and Fun Dog Show** – Cllr. Aldridge shared the brief report from Sara Pickford (Chair of 2024 Lavant Fete and Fun Dog Show). An update on funds raised will be provided once the Gig on the Green event on July 6th has taken place.
Cllr. Aldridge praised both LPC and LVTF for a fantastic day, despite testing weather conditions.

Unfortunately, the CHIL questionnaire was not shared; it was agreed this would feature at the Parish Priority Meeting on July 3rd, instead.

- c) **Marquees** – Cllr. Aldridge reported that two marquees were significantly damaged at the Lavant Summer Fete due to bad weather; he is going to submit an insurance claim.
- d) **Trees** – Cllr. Aldridge reminded the Council that trees located on land owned by LPC need to be checked every three years; he proposed the trees are looked at as soon as possible and will obtain three quotes for this.
- e) **Football Pitch** – The pitch requires another application of fertiliser. Suggestions were made on the most economically beneficial way of doing this. Cllr. Aldridge expressed that a recent grant from the Football Foundation would pay for the costs. Cllr. Whincop expressed concerns about the environmental impacts of the fertilizer and Cllr. Aldridge agreed to investigate the ‘greenest’ options.
- d) **CHIL** – Report from Nick Reynolds has been circulated and is attached at Appendix B; questionnaires will be given out at the Parish Priority Statement public meeting on July 3rd. Cllr. Aldridge will put notices out and Cllr. Tucker agreed to liaise with Nick, prior to the meeting.
- e) **Parish Priority Statement** – There is to be a public meeting held at Lavant Memorial Hall on 3rd July.
- f) **Cllr. Kuchanny** – The Chairman announced the unfortunate resignation of Cllr. Kuchanny, with immediate effect. He thanked Cllr. Kuchanny for his commitments to the Council and acknowledged the difficulty of balancing the workload of the Council with his other personal commitments. Cllr. Aldridge expressed that the Parish Council would continue to call upon Cllr. Kuchanny for his advice, especially when moving forward with the school car park project.
- g) **Councillor vacancies** – Cllr. Aldridge confirmed there are now two vacancies (**Paul to confirm number**).

107. School Car Park.

Cllr Kuchanny reported that a transport statement would be required, the estimated cost of which was £2,000. Given that payment had already been made to the consultant, he agreed to review past payments and expected future costs. At present, none of the councillors expressed an interest in taking over Cllr. Kuchanny’s involvement in the car park project. Cllr. Aldridge agreed that where we fall short on councillors, we could create a working party, on a short-term basis, to keep the project moving. Cllr. Aldridge hoped to release extra funds from the bridge project (providing there *are* spare funds) to support this project.

108. Great Elms Open Space.

Cllr. Goldsmith highlighted the overgrowth in this area. Cllr. Aldridge agreed to speak with contractors Elivia Homes concerning the thistle and nettle. It was agreed, that if the contractors would not deal with the issue, the Parish Council volunteers could assist. Cllr Goldsmith requested an eco-friendly weedkiller be used.

109. Eastmead Development.

Cllr. Aldridge confirmed he was happy with the fence and rails put up. It was concluded that the Parish Council wait and see what is done about the trees, when the new homes are occupied. Discussion was had around the feelings of the residents about the development and the increase of traffic it would cause.

110. Village maintenance and other concerns.

No maintenance concerns reported.

Cllr. Quest and Cllr. Turner shared news of the completion of their Riverfly training. Cllr. Quest shared that the District Council have granted funding to the River’s Trust, giving high priority to the River Lavant, by granting it a full-time officer. Cllr. Whincop will link The River Trust website, to the new Lavant Parish Council website- so the public can access the results being found.

Cllr. Aldridge mentioned the issue of hemlock growth along the river and plans to photograph this. Cllr. Quest expressed that the River Trust were aware of this and was investigating the best way to deal with it and any possible funding.

111. Village Fete

Included in item 106.

112. Memorial, trees/benches policies.

Cllr. Goldsmith previously circulated a draft policy (Appendix C), suggesting the inclusion of specifics around *who* can request memorial trees (as this is not currently in the policy).

Cllr. Goldsmith is to update the policy and recirculate for approval.

Cllr. Aldridge reported that Lavant Memorial Hall rejected the idea of a memorial wall.

113. Byelaws

Cllr. Goldsmith advised that the previous draft to update the Byelaws had undergone due process (including public consultation), however, the final version was never submitted to the Secretary of State. It was AGREED that the process be restarted. Cllr. Goldsmith will meet with Cllrs. Aldridge and Turner to review any outstanding issues.

114. Allotments.

Cllr. Goldsmith proposed a meeting of the Allotment Trust; she suggested that the Trust members meet before the next LPC meeting. Cllr. Aldridge also mentioned the Recreational Trust and confirmed Cllr. Quest; Cllr. Goldsmith and Cllr. Turner had been appointed as Recreational Trust Trustees. Cllr. Aldridge will report this back to the Recreational Trust.

115. Request for TRO to reduce speed limit on B2141 Chilgrove Road to 50mph.

The Locum Clerk was instructed to look into the requirements of the TRO, following Cllr. Aldridge's discussion with residents who are in favour of it. It was advised by Cllr. Aldridge that Speedwatch cannot operate on roads with a speed limit above 40mph.

116. Permission policy for marquees on the green for private events.

A discussion on the use of marquees on the green took place, following the application of a wedding party to use the green for a large marquee. Cllr. Aldridge proposed the Council grant permission for the marquee to be erected the night before the wedding and removed the morning after. This was unanimously AGREED.

Cllr. Aldridge suggested the need for the byelaws to reflect the policies on marquees on the green, by implementing restrictions on sizes of marquees.

Cllr. Whincop raised the need for a revisit of the Village Green booking form. Cllr. Aldridge expressed the need for the Lavant Memorial Hall bookings and Village Green booking systems to be merged- and plans to investigate this further.

117. Finance.

a) Donation request- Tylers' Trust- It was AGREED that LPC had no available funds to approve the request and the Clerk was asked to advise the applicant accordingly. Cllr. Aldridge will investigate whether there is room in the budget for donations in the future, however, did highlight the large contributions that the Lavant Summer Fete makes towards local organisations.

b) Annual return Governance Statement – the Locum Clerk presented the Statement. After review and discussion, the Statement was APPROVED.

c) Annual return Accounts - the Locum Clerk presented the Statement. After review and discussion, the Statement was APPROVED.

d) June payments – The Clerk referred to the payment schedule circulated previously – which was APPROVED. There was a discussion on the football pitch reseeding which exceeded the earmarked reserves. Cllr. Aldridge and the Clerk will discuss and report back.

e) Website update – The Locum Clerk explained that the website is now built; the Clerk, Cllr. Mayhead, and Cllr. Whincop will update it.

118. To comment on and review planning applications and decisions

No new applications

119. Items for inclusion on next agenda.

No items raised

120. Date of next Lavant Parish Council meeting – 9th July 2024.

There being no further business, the meeting closed at 8:13pm.

APPENDIX A

Lavant Parish council ward report

June 2024

Report author: Joseph Brookes-Harmer

District Councillor for Lavant, Funtington, West Stoke, East & West Ashling and Asdean

Email: Jbrookes-harmer@chichester.gov.uk

Telephone: 07368 410696

Welcome to the June report. It is hard to believe that we are now already half-way through the year!

The big announcement in May was for the General Election- polling day is on Thursday 4th July. As a council, we are working incredibly hard to prepare for the election. There are a few dates for your diaries — the last date to register to vote is midnight on 18 June; the last day to apply for or make a change to a postal vote is 5pm on 19 June; and the last day to apply for a proxy vote and voter authority certificate is 5pm on 26 June.

Please also actively remind residents that they now need ID to vote, which you can find out more about at: www.chichester.gov.uk/voterid. You can also access further information and advice at: www.chichester.gov.uk/elections

Ward matters:

Achieved this month:

- Discussed with WSCC alongside County Councillor Julian Joy progress made at Watery Lane and other sites across the ward.
- Debated at Annual council the approval of the River Lavant restoration project, Chichester District Council will invest £180,000 over the next three years for this vital project. The project will release £60,000 of funds each year.
- Attended a water event with Southern Water, the Environment Agency, and Chichester District Council officers to discuss the issues faced across the district, including the River Lavant.

- Actively working with Lavant Parish Council and Oakford Homes to voice residents' concerns over the Eastmead Development, including parking and infrastructure.
- Continued to work with the economic development team at Chichester District Council to develop the district's regeneration scheme for both urban high streets and rural business development.

District council matters:

At the Annual Council meeting on Tuesday 21 May, councillors agreed to invest £180,000 over the next three years, as part of two projects being led by the Western Sussex Rivers Trust (WSRT), formerly known as the Arun and Rother Rivers Trust (ARRT), to help restore the River Lavant and also the Ems and the Hambrook.

As your district councillor, I am very excited to welcome the funding for a very important cause- I will also be overseeing and liaising closely with the Rivers Trust to achieve the best possible outcome.

The money will part-fund two posts. One post will work on furthering a restoration plan for the Ems and the Hambrook. The other will begin work on a similar plan for the Lavant.

“Many people may not be aware but the rivers Ems, Hambrook and Lavant are among only 283 chalk streams and rivers in the world. These are globally significant but very rare habitats and are almost exclusively found in the south of England. None of these rivers has official protection but we are seeking to gain better protection for them through the Chichester Local Plan and its Strategic Wildlife Corridors policy. We appreciate that this isn't enough on its own and that significant recovery work also needs to take place.

“Sadly, these rivers are now suffering from the effects of a number of activities including: sewage pollution; habitat loss; drought; and, interruptions to their natural processes and flow. In addition, the River Ems is also suffering the effects of over-abstraction, a process where water is removed for domestic, industrial uses and agriculture.

“These chalk streams also feed into the internationally protected Chichester Harbour Special Protection Area and so it is absolutely vital that as a council we do all that we are able to do in order to support their protection and restoration for future generations. These projects will safeguard the future of three of the most

significant rivers and streams in our district which will then also have a positive effect on our harbour.

Working with our partners on projects such as these is key. Our role is to help facilitate other organisations who have the expertise to enable results that the council wouldn't be able to achieve on its own.

The projects are catchment-based plans, so not only would they look at the rivers and streams themselves, but also the whole landscape area that feeds into them.

The work will focus on restoring the natural function in the river channels; tackling invasive non-native species; and river re-meandering. This is work that creates a new meandering course or reconnects cut-off meander. This can slow down river flow and is also known to have a positive impact on sedimentation and biodiversity

Alongside this work, the project officers will also work with landowners and the local community to carry out citizen science, which would include a range of activities such as monitoring water quality, biodiversity and encouraging people to report incidents.

Getting the public and local community involved is key to gathering good statistics in order to gain good outcomes. The officers will also run public events to build community engagement and understanding of the issues affecting the rivers — this will feed into finding potential solutions.

The Western Sussex Rivers Trust (WSRT) is one of a national network of river trusts that aim to protect and restore our rivers and streams. The Trust's area covers nearly all of Chichester and Arun Districts. The trust has been working on a series of catchment-based plans for the restoration of rivers and their tributary streams within Chichester District.

As part of the projects the council will meet regularly with WSRT to monitor progress.

D-Day: 80 years

This coming week marks 80 years since D-Day. 80 years exactly since one of the largest and probably most famous allied actions of World War Two — Operation Overlord, better known as D-Day. On 6 June 1944, more than 160,000 Allied troops landed on the beaches along the Normandy coast in France. This was the largest seaborne invasion in history. Along with the associated airborne operations, it marked the beginning of the liberation of France and western Europe.

Many events are taking place across the district to mark this important day, which honours the bravery and sacrifices made by those who were involved in D-Day. Selsey is holding a civic ceremony on Thursday 6 June at 8.30pm: www.destinationseley.co.uk/whats-on/events/selseys-commemoration-of-the-80th-anniversary-of-d-day-at-east-beach-green. North Mundham Parish Council are holding a commemorative event at their village hall at 7pm on Thursday 6 June. Tickets for this free event, can be requested at: <https://northmundham.org>. And, Southbourne Council are organising a picnic in the park between 11am and 3pm on Saturday 8 June at Southbourne Recreation Ground: <https://southbourne-pc.gov.uk>.

I'm also pleased to say that our museum, The Novium, in Chichester has also produced a display to mark this important anniversary and you can find out more at: www.thenovium.org/exhibitions. On Thursday 6 June, there will also be a special talk led by Paul Kopeček. He will be explaining how three Czechoslovak Squadrons flew from Apuldrum to protect troops during and after the D-Day invasion.

Apuldrum was one of 18 airfields under the command of the RAF Tangmere Sector Operations Room based at Bishop Otter College in Chichester. Within the talk Paul will be cover how these Czechoslovak pilots managed to escape the Nazi invasion of their country; how they eventually joined the RAF; what their role was in Operation Overlord; how Apuldrum functioned as an airfield; and what happened to those who survived the war when they returned to Czechoslovakia. This fascinating talk will take place from 6pm to 7pm and lasts for approximately 60 minutes. Tickets cost £7.50 and you can find out more at: www.thenovium.org/whatson

In other news, now that the weather is hopefully improving, we are encouraging people to step into summer with the latest programme of HeartSmart walks. The walks are completely free and are offered by our Chichester Wellbeing service. They range from 30-minute walks of one mile, to all day walks of ten miles and take place at different locations across the district.

The walks are led by volunteer walk leaders and are designed to cater for all ages and abilities. They offer the opportunity for people to not only exercise, but also meet new people. To book a HeartSmart walk please visit: www.chichester.gov.uk/heartsmart or call 01243 521041.

Events:

I'm pleased to let you know that we are encouraging food businesses to join a new campaign, which is aimed at supporting food suppliers across Sussex. The Sussex

Six campaign will be launched at Ashling Park on 8 July. The campaign has two key aims: the first is asking shops, pubs, cafes and restaurants to stock or serve a minimum of six ingredients and products made in the area of Sussex. Secondly, it is also asking those that already do so to make it more widely known among their customers by highlighting local suppliers on their shelves, in their newsletters, website, social media and to use it as a major selling point. We have so many fantastic high-quality suppliers within the Chichester and wider Sussex area.

By supporting them we help to keep money within our local economy, which will support local jobs. Choosing local produce is also much better for our environment and for our general health and wellbeing. We are helping to fund the scheme using money from the UK Shared Prosperity Fund. Sussex Six is organised by Natural Partnerships CIC and will run in the district for the next two years. People can find out more at: www.sussexfoodanddrink.org/sussex-six

If you are passing Priory Park before Monday 4 June – make sure that you have a look at the progress that is being made at the Priory Park dig, where our archaeologist, James Kenny, will be working with volunteers to investigate the Roman and medieval remains that lie beneath the park. The dig will be fenced off each day, except on Sunday, but it will be open to view. Stewards will be on hand to explain what's going on. James will also be giving some public talks on Saturday 1 June at 10am, midday and 3pm about what has been found. He is quite excited about what may be uncovered – so it will be worth attending if you can.

UK Shared Prosperity Fund and Rural England Prosperity Fund:

A map is being produced to show where the funding has been granted across the district for all the UKSPF and REPF projects from 2023/2024 and 2024/2025. The 65 projects going forward for 2024/2025 have now all been sent their Grant Agreements for signing using the new electronic DocuSign. One project has already been completed for the Rural England Prosperity Fund 2024/2025. Mandalay Ltd a Calligraphy Company based in Birdham had funding for a new Rotary Engraver so that they are more efficient and can compete with engraving commissions more quickly.

The Direct Delivery Projects continue for 2024/2025, these include:

- Culture Spark – Arts Project in conjunction with Festival of Flowers in June'24.
- There will be over 20 events across the district during 2024/25, these will assist with increasing footfall.

- The funding was used to support the Distinguished Gentleman's Ride in May in the city centre.
- Graffiti Removal continues across the district.
- A Business Network Building project - working with Sussex Food Awards to produce a directory for local food and drinks companies in Chichester District.

I'm also pleased to let you know that the 'Chichester Antiques, Vintage & Decorative Art' street market, which returned to Chichester last month after a five-year break, was well received. It was so popular that plans are already underway for its return on Sunday 11 August.

As always, please do not hesitate to contact me if I can help in any way.

With my best wishes,

Joseph

APPENDIX B

CHIL east

Update **NOTES for LPC Meeting 18/June 2024**. LPCmtgreport.18jun2024 (LPCroads/Elavantroads)

CONSULTATIONS

With other Parish Councils

- CHIL have previously met with Boxgrove representatives
- CHIL are due to meet with Singleton representatives 22/June
- CHIL's objective is to road test the options via a Questionnaire and to obtain feedback from their experience as advised on 14 May LPC meeting.

With WSCC

To be advised .

With East Lavant Residents

We are ready to launch the Residents' Questionnaire. The failure to engage with residents at the Lavant fete was both disappointing and a lost opportunity. Only one person expressed an interest and a single note made. No questionnaires were completed; very few were handed out.

**CHIL spent time+ money to prepare presentation boards and a questionnaire for the LPC stand. Whilst the tombola proved a successful attraction the opportunity was NOT taken to get the many people in the waiting queue to engage with the Questionnaire albeit an extra person was recruited to assist with the Tombola.*

With Goodwood

The through traffic to Goodwood's Friday evening events is unacceptable. We were recently invited to raise such issues with Goodwood; this needs to be done urgently by LPC.

RESOURCES

There is a need for people to undertake the following tasks in respect of roads issues:

- A nominated LPC councillor /seconded/consultant to take responsibility for Roads in Lavant. (*see note above).The powers and duties of LPC in relation to Highways are extensive. Roads and safety, since the 2015 LNDR, continue to be a real concern to many residents.
- A person to manage and co-ordinate the East Lavant Questionnaire as advised on 14May
- A person to liaise with WSCC about a schedule for submission under the WSCC CHS
- A person to obtain traffic data as required including the use of the LPC SID which resides with Boxgrove (initial discussions only held with David Priscott)
- A person(s) to start assembling the submission document (provisionally agreed)

Interim solutions???

Although unlikely to be used on their own Painted Road optical illusions have been used as a proven low cost unintrusive solution. Would WSCC be willing to pilot a virtual solution in Lavant?



APPENDIX C

Memorial Policy

Background

Recently we received an application for permission to plant a memorial tree on the Green from a family with no connection to Lavant other than members their family had enjoyed visiting/driving through. Space around the Green is limited and such applications can be difficult to deal with as the applicants are generally dealing with a recent bereavement, it was therefore decided to review our policies on memorial trees and benches/picnic-tables to make sure they are clear.

Although no policy appears on the LPC website a trawl of the internet revealed the attached Lavant Parish Council – Memorial Policy Final Draft. It does not seem to have been adopted but the fact that it is in the public domain could give the impression that it has been.

Proposal

The existing draft Memorial Policy be adopted with certain amendments :-

Opening paragraph, line 2 after ‘parish’ insert for those who have demonstrable residential connections

Benches/Picnic-Tables, paragraph 3, line 1 after ‘benches/picnic-tables on’ insert some

Trees, paragraph 4 amend to read

Other locations are possible eg Centurion Way and land adjacent to the Children’s Play Area, these would need to be discussed with the Parish Council.

Delete the remainder of this paragraph.

Terms and conditions

Trees

1. line 2 after ‘lime’ delete ‘birch’ and insert disease resistant elm

line 3 after ‘fruit’ delete ‘(rowan)’ and insert eg rowan.

2. states the Parish Council ‘can plant the tree and install a plaque’ – if required – on behalf the donor’ while LPC would not wish individuals to be digging and planting their trees etc should we consider actually charging for this service?

Suggested Memorial Wall

The Green is the most popular choice for memorials but the area is becoming crowded. It is suggested that LPC create a 'memorial wall' area probably on the north face of the Memorial Hall facing the Green. This space would be used for family plaques but governed by similar rules to those for trees etc. ie size of plaque, demonstrable residential connections to Lavant etc.

Application

When the policy has been discussed and amendments agreed it should be dated and published on the website.

14.6.2024