



Loxwood Parish Council

Minutes of the virtual meeting of the Parish Council of Loxwood held on Monday 7th December 2020 at 8pm.

20/104 Attendance: Parish Councillors: Rick Kelsey (Chair); Chris Agar; Tony Colling; Annette Gardner; Roger Newman; and Simon Bates. CDC Gareth Evans (left the meeting after 20/117). CDC & WSCC Janet Duncton (left the meeting after 20/110). Jane Bromley, Clerk. 4 members of the public.

Apologies for absence: None.

20/105 Declaration of Members' Interests – Cllr Gardner declared a pecuniary interest in item 20/118 (e) The Revised Loxwood Neighbourhood Plan and retired from the meeting during voting on this item. Cllr Newman declared a non-pecuniary interest as school governor of Loxwood School.

20/106 Minutes of the Last Meetings – Cllr Kelsey advised that the Parish Council attendee as noted in the draft minutes at the Stop the Clay Pit meeting was himself and not NS and subject to this amendment the Parish Council RESOLVED that the Minutes of the Parish Council meeting on 2nd November 2020, the Planning Committee Minutes of the 2nd November 2020 are accurate records of those meetings.

20/107 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

20/108 Public Participation – NS a resident (acting as a drainage consultant to the Parish Council) spoke on the drainage issues during the relevant item 20/118 (b).

20/109 Report from Chichester District Councillor – Cllr. Gareth Evans. Covid-19

The national lockdown ended on the 2nd December and Chichester District has been placed into Tier 2. Support groups remain active across the ward for those that are shielding. It should also be noted off the back of the announcement that a Covid-19 vaccination had been developed some Doctors surgeries (including Loxwood) has received high volumes of calls regarding this. Loxwood Medical practice have informed residents that those patients who are within the governments criteria will be sent an invite but this is not likely to be until the new year.

Update on COVID Grants-

The COVID-19 Recovery Grants scheme which was launched on the 20 August has so far a total of 71 applications for the large business grant. A total of 51 applications have been successful which totals a grant amount of £172,028.09. There are 9 applications that have successfully passed through the first two stages of checking and will be going to panel. The grant amount for this if all successful will be £27,973.66. A total of 106 applications for the small business grant have been received. A total of 60 businesses have already received their small grant which totals to

£51,619.91 33 applications are ready to be signed off totalling a grant amount of £25,478.28. Please note that the recently launched Local Restrictions Grants are the government funded grants and entirely separate to the Chichester District Council funded Covid Recovery Grants. The Additional Grants Scheme is a discretionary scheme using government funding and will open for applications from 23 November to 13 December. Further information on both these schemes can be found at <https://www.chichester.gov.uk/businessratesnovember2020>

Southern Water My group put forward a motion to hold Southern Water to account and demand action. This was supported by all political parties on Chichester District Council. Following up on our proposal, the Leader of the Council and the Chief Executive of CDC will write to OFWAT (Southern Water Regulator) asking them to intervene in 3 ways

*Get Southern Water to admit that they can't connect proposed new developments to the foul sewer network when that's the case

*Get Southern Water to co-operate in a meaningful way with the Local Plan Review by bringing forward proper plans to expand the wastewater treatment and sewer networks to be able to cope with the demands being placed on CDC by HM Government.

*5 of the district's 10 WWTPs are right at sea level. They will soon be at risk of inundation from Climate Change. We are asking OFWAT to get Southern Water to face this issue and propose long term plans to re-locate these WWTP, or to come up with another solution.

I also took this opportunity to speak for this motion in support of the many residents in the Loxwood Ward that have raised their concerns surrounding Southern Water with me, stating "it is absolutely astonishing that a lack of waste water capacity is not a reason to reject a planning application."

Local Plan Review Letters Local Plan review letters were sent to all Parish Councils on the 1st December 2020. I am happy to take any comments or questions back to CDC regarding these. Census The census is due to take place on 21st March 2021. CDC is currently working with the ONS and more information will follow. District Councillors will be provided with a Census pack (likely in the new year)

Billingshurst Waste and recycling Centre A quote from a Horsham District councillor was published in the County Times last week regarding the potential closure of this centre. As a number of residents have contacted me concerned about this, I have investigated the validity of this claim and I have liaised with our County Councillor who will keep us updated. There is no evidence currently that there are plans to close this centre, but I will be keeping a close eye on this.

Loxwood Claypit The campaign group I am supporting remain very active and are working hard to build a good case to fight this application. It is attracting widespread interest and is being support by a wide range of people include Mike Rutherford who kindly recorded a short film in support of this campaign. The next Webinar hosted by protreat is on the 15th December. Pre-registration is required in order to attend this webinar.

Hyde Housing At the last full council meeting in November I raised the issue residents in the ward who are tenants of Hyde Housing had had in reporting and getting issues resolved with Hyde Housing. CDC have now updated the complaints procedure following changes in the staffing structure.

Surgery As always please contact me with any issue, feedback, problem or question and I will do my best to help: gbevans@chichester.gov.uk / 07958 918056. Although I have not been able to resume normal Saturday surgeries yet, I am available to meet and visit residents (whilst observing social distance measures) or for online meetings or surgeries upon request. I look forward to hearing from you!

Finally, I would like to wish the Parish Council a very Happy Christmas and a very successful New Year

20/110 Report from West Sussex County Councillor – Cllr. Janet Duncton. Council for me has been busy, all virtual of course but despite the fact you are not driving anywhere seems to take hours of time.

For those who take the local Paper you will have seen that the Governance committee that I chair among other issues has received the report from our Independent Remuneration Panel. The majority of us thought it was a very fair paper in these difficult times for all but just one or two didn't agree. I will say no more at the moment because this is a final decision for the Council on Friday so will include the outcome in that paper. I don't know if Gareth has put this in his report but rather than you not have it I will repeat the e-mail that I wrote to Kirdford Parish Council re their concern over housing numbers. Now those of you who have been around since the days when CDC was doing it's first local Plan that we had SHLAA's and HELA'. I know in Loxwood at your last meeting you were concerned about these numbers for Loxwood but to explain.

The HELA is sent to all Parish's within Chichester District that are not in the National Park and basically, they show nearly every piece of green land or indeed brown land that could possibly take buildings. THIS IS NOT TO SAY THAT THEY ARE INCLUDED.

What happens is that Parish's receive all this information on every possible field in their Parish. Some are completely non-starters, perhaps there could never be a safe access or any other reason that you can think of but then the Parish's look at them, discount many and give others a possibility. I am sure you get what I am saying.

At the end of the day the housing numbers you are still looking at are Wisborough Green 40, Plaistow and Ifold 5, Kirdford 70 and Loxwood 125.

20/118 (e) was heard here.

20/111 APPENDIX 2 PRECEPT Requirement for 2021/2022.

Cllr Newman spoke concerning the precept calculation as Chair of the Finance Committee. He drew attention to the fact that the clerk hours had increased and therefore the salary inclusion in the precept had increased.

Cllr Newman also queried whether Reserves of £15000 should be transferred to Traffic Calming given the recent disclosure of WSCC Highways that there would be severe constraints on what type of traffic calming could go ahead along the B2133. This was discussed and it was felt that monies should be transferred at least until the Parish Council had met with WSCC Highways to find out what could be achieved.

The Parish Council RESOLVED to accept the recommendation of the Finance Committee for a precept of £45050 for the 2021/2022 financial year.

20/112 APPENDIX 3 RESERVES Allocation. The Parish Council RESOLVED to accept the recommendation of the Finance Committee to move £15,000 from General Reserves to Ear Marked Reserves for Traffic Calming expenditure purposes.

20/113 Pre School Grant Request £4400- Further consideration of an award following receiving further details regarding the Pre Schools Reserves (details circulated separately). Cllr Newman

advised that the preschool do not get WSCC funding and their major fund- raising event Loxfest was cancelled this year due to Covid-19.

Cllr Agar pointed out that the grant request did not offer to part fund the project and felt given that they had reserves they should make a contribution.

Cllr Kelsey proposed that the full amount be granted, which was RESOLVED seconded by Cllr Colling and four in favour one against and one abstained.

Cllr Colling advised the project grant application form be reviewed at the next Parish Council meeting as the grant application form at present requested some funding from the application.

ACTION Clerk

20/114 APPENDIX 4 Loxwood School Grant Request. The Council to consider the grant application for £4703.00 from Loxwood School.

Cllr Kelsey expressed concern for the funding of such an item as an electric blind. Cllr Colling advised a manual operated blind would be a lot cheaper as an electric operated blind did not seem essential.

Cllr Agar advised he had concerns as again the school were not contributing any funds to this project.

Cllr Colling also expressed concern at the equipment the subject of the funding request and felt that the PTA should be able to build some of the items, such as a compost bin.

Cllr Newman advised the blind was for a sun shade and such facilities raised the profile of the school in comparison with surrounding schools.

Cllr Bates recognised that fund raising opportunities for the school were reduced in this year but still felt it was unnecessary equipment.

Cllr Kelsey proposed the grant request be rejected on the basis that the items required did not seem essential equipment and that significant sums had been paid over to the school recently, this was RESOLVED seconded by Cllr Gardiner and four in favour one abstained and one against.

20/115 Playground Resurfacing using CIL. Discussion.

Cllr Colling had suggested this project who felt the playground is currently very muddy and should be an item for CIL expenditure.

The Clerk advised it was already an Infrastructure Business Project item.

Cllr Newman confirmed he would look into the relative merits of materials available to surface the Playground. **ACTION Clerk/RN**

20/116 Accounts for payment- The Parish Council RESOLVED to approve the payments for the month.

20/117 New Homes Bonus unspent amount £300 ideas for use. A project was identified of the refurbishment of the best kept village sign. The Clerk to check that this would be an acceptable use of the funds with CDC. **ACTION Clerk**

20/118 Updates and items for discussion: -

- a) Highway/Roads and Traffic/ Noise Calming. The Clerk had spoken to WSCC Highways Officer Mike Dare who had indicated that the Community Highways Scheme may not perpetuate into 2021 and it would be decided by Cabinet. He was willing to come to Loxwood for a meeting to discuss what would be possible and the Clerk had requested this meeting.
- b) Drainage/Flooding: APPENDIX 5 Loxwood Stream Inspection Summary 2020.
NS commented that the PC had paid for the stream clearance and condition survey. Letters had been sent to Riparian Owners pointing out their responsibilities 40% have not yet acknowledged this letter. NS was trying to speak to people on an individual basis as and when they replied to the Parish Council letter. Some residents have taken on board the condition survey and were actioning recommendations straight away.
Cllr Kelsey advised a meeting would be held in the New Year between NS, Cllr Kelsey, Cllr Colling as to what was the way forward for flood mitigation. NS felt the action now lie with the Riparian Owners and not the Parish Council. It may be that the Parish Council follow up when Riparian Owners did not carry out their duties although the PC have no enforcement rights in this regard.
Cllr Colling drew attention to surface water issue on the Blackhall site. CDC have agreed to the surface water management for the planning proposal for this site which does not appear to meet the demands for disposal of surface water that is using existing ditches. These ditches do not go anywhere and are in a bad state of repair. CDC Dominic Henley (DH) had previously advised the Planning Officer that he felt the site could not be adequately drained. CDC DH has now advised a scheme using another ditch running towards the B2133 could be used. This would mean the ditch discharges to the surface water drain on the B2133. These drains risk being over whelmed by all the new site discharging into these drains. The situation is not being looked at as a whole and significant investment needs to be put into these drains to make this feasible. Cllr Colling suggested that CDC DH be challenged on this by the Parish Council writing to him to set out the situation of the whole situation taking into account 100-year storms plus 40%, the letter to be copied into WSCC Kevin McNay so he is aware of the potential for flooding on the B2133. **ACTION TC**

The meeting was suspended at this point to allow AF from Antler Homes to speak.

AF advised that under- ground attenuation would ensure drains were not over whelmed and it would actually be a better solution that exists now. Ditches will be cleared by the Thakeham site owners under the Riparian duties. A solution had been devised whereby the eventual draining was to the canal and this route was highly likely to be used.

TC advised the ditch connectivity plan showed currently no connectivity to the ditch running towards the canal showing the majority of water from attenuation would go towards the B2133.

AF advised a more thorough survey had revealed further possibilities since that connectivity plan. Antler have been working hard to address all issues to work with the Parish. AF agreed there should be joined up thinking between site proposers along the B2133 to create a suitable connectivity. DH from CDC has walked the ditch system to come up with solutions.

The meeting was reconvened.

- c) Pallinghurst Wood – Clay Pit Proposal. Cllr Kelsey had discussed with the Stop the Claypit Group and they have appointed a Transport Consultant. The Group had asked whether they could put up posters on our Notice board which has been declined. Cllr Colling spoke about the consultants and proposed to appoint Janet Ashton who has been proactive in already speaking with WSCC but she also doesn't see any reason to produce a report ahead of receiving a planning application.

Professional Quotes obtained for advice:

- I. APPENDIX 6 Dowsett Mayhew – Pre application advice only £3300 to £4950
- II. APPENDIX 7 Janet Ashton (Help with planning application only) £2500 to £3750
- III. APPENDIX 8 James Garside- Pre application advice only £616.25

The Parish Council RESOLVED to appoint Janet Ashton to comment in due course on any planning application received, proposed by Cllr Colling seconded by Cllr Kelsey and all in favour.

Cllr Kelsey proposed that Janet Ashton contact the Stop the Action Group to work in conjunction with that Group which was RESOLVED seconded by Cllr Colling and all in favour and also alert Janet Ashton was to be alerted to the fact that the site proposer may be setting a route to High Court with this application to challenge that the Local District Plan not conforming to National Policy.

Cllr Kelsey proposed the Clerk to contact Rudgwick and Alfold Parish Council to ask for a contribution towards costs, which was RESOLVED seconded by Cllr Colling and all in favour.

ACTION Clerk

- d) School. Nothing to report.

- e) Neighbourhood Plan. *This item was heard after 20/110***

Cllr Colling introduced the revised Neighbourhood plan which had been recommended that the Parish Council approve the four documents set out below to be submitted to CDC under Regulation 15 to carry out a Regulation 16 Consultation. Cllr Colling advised that the HRA screening has yet to be done by CDC which is required in order to undertake the Regulation 16 Consultation. CDC are worried that there may be issues from Natural England which may involve further work to achieve a determination of the Habitat Regulation Assessment (HRA). Never the less it is recommended by the Steering Group to submit under Reg 15 ahead of an HRA determination. CDC confirmed the 125 housing requirement for Loxwood was the allocated

number from CDC to go forward in the Emerging Revised Local Plan. Cllr Colling advised that CDC had required the Plan period to be extended to 2037. Cllr Colling advised that he had concerns that CDC may not progress the NP as quickly as would be liked in view of the lack of the HRA screening appraisal and advised that the Parish Council could carry out their own screening if this did become necessary.

Cllr Kelsey thanked Cllr Colling and Councillor Agar for all the work they had undertaken on the Neighbourhood plan Revision.

Cllr Agar explained the many site proposers coming forward and that speed was required to overcome this threat.

Cllr Bates and Cllr Newman both readily agreed to go forward to submit the Revised Neighbourhood Plan.

The Parish Council RESOLVED to approve the following documents for Regulation 15 submission to Chichester District Council (proposed by Cllr Kelsey and seconded by Cllr Colling tall (five in favour, one abstained):

- I. Revised Neighbourhood Plan;
- II. Basic Conditions Statement;
- III. Updated SEA;
- IV. Consultation Statement.

Cllr Colling requested that the Parish Council look into carrying out their own HRA screening if it becomes necessary if the process does not proceed at a suitable rate. The Parish Council agreed to monitor this.

20/119 WSCC and SDNPA Soft Sand Review of the Joint Minerals Local Plan (2018).

Representations on the proposed modifications are allowed until 8 January 2021. (*Consultation circulated separately*). No comments to make.

20/120 Newsletter articles. No newsletter in January.

20/121 Date of the next scheduled meeting: Parish Council Meeting Monday 11th January 2020.

The meeting closed at 10.20pm

