



# Loxwood Parish Council

Minutes of the meeting of the Parish Council of Loxwood held in the Mursell Room, North Hall, Loxwood on Monday 3<sup>rd</sup> December 2018 at 8pm.

Attendance: Parish Councillors: Chris Agar (Chair); Tony Colling; Annette Gardner; Rick Kelsey.  
Jane Bromley Parish Council Clerk

CDC Peter Wilding (arrive during 18/181 and left after 18/186)

5 members of the public.

18/177 Apologies for absence –Parish Councillors: Simon Bates; Roger Newman; Simon Laker; Martin Loxton. WSCC Janet Duncton.

Not present Parish Councillor David O'Brien.

18/178 Declaration of Members' Interests – None.

18/179 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 5<sup>th</sup> November 2018 and the Planning Committee Minutes of the 5<sup>th</sup> November 2018 were accurate records of the meetings.

18/180 APPENDIX 1 ACTION POINT LIST: The Parish Council to reviewed and updated the list of Action Points. The Clerk was given an action to look at the DOC 10 regarding the planning application for the nursery site to ensure that the discharge had signed off on all of the actions.

**ACTION Clerk.**

18/181 Public Participation –

Bill Wilcox, Site Proposer & Paul White from Genesis Planning.

The site was situated behind the existing new Nursery site and there were proposals for two phases of building. On land to the West 36 dwellings were proposed. To the South 15. Both sites subject to 30% affordable housing. Cllr Colling explained the situation with regard to the sewerage system in Loxwood being at capacity and the site proposers took this on board.

A resident spoke concerning the requirement in the NPPF for self-build policies to be incorporated in Local District and borough Plans which had implications for Neighbourhood Plans. He encouraged the Parish Council to include provision for self- build if the Loxwood NP was to be revised.

18/182 Report from Chichester District Councillor – Cllr. Peter Wilding. The proposed revised CDC Local Plan had been approved by Council and Cabinet for consultation. Cllr Wilding had represented Loxwood as to the unfairness of the distribution of proposed further housing for the Northern Parishes being centred on Loxwood and he had been supported by Cllr Thomas.

The CDC budget process was proceeding and although there were cutbacks this was nothing on the scale as those within the County Council.

18/183 Report from West Sussex County Councillor – Cllr. Janet Duncton. WSCC working on budgets and of course looking at Gatwick Airport expansion plans. The biggest expense as ever is Adult Care and Children Care. There are many things yet to be looked at including of course seeing if some things can be done differently. Good things have come out of finding different ways of doing them so we shall see.

Merry Christmas and Happy New year to all my Loxwood friends.

18/184 Clerk's Report. Annual Parish Meeting. The date 26<sup>th</sup> April was chosen for the Annual Parish Meeting. A speaker would be invited from WSCC to talk on scams.

The Clerk reported resident correspondence regarding the phone box door which housed the AED. The door had become stuck. The clerk was authorised to arrange repairs to the door. **ACTION Clerk**

The Clerk reported that the school had requested to be included in CIL funding allocations and the Councillors requested further details of what was required when regarding this. **ACTION Clerk**

18/185 Accounts for Payment -Payments of £1244.45 for the month were approved.

18/186 Loxwood Neighbourhood Plan: The Parish Council to discuss whether they would support a revision to the Neighbourhood Plan following the revision of the CDC Local Plan.

CA explained the situation with the allocation of housing numbers for Loxwood in the proposed revision of the CDC Local Plan. To update the Neighbourhood Plan would give a degree of control as to where further housing would be situated. TC presented his proposed presentation for the Public Meeting. Some volunteers had already expressed a wish to join the Steering Group.

It was proposed that Loxwood Parish Council update its Neighbourhood Plan, proposed by TC seconded by CA all in favour.

18/187 CDC Revision of Local Plan- Public Meeting 9<sup>th</sup> December 2018, 2pm. Discussion regarding arrangements.

Attendees: Cllrs: Colling; Kelsey; Loxton and Agar. Cllr Bates will be asked if he is able to attend.

Programme of events:

1. Chairman opens meeting.
2. TC detailed presentation.
3. Public questions.
4. Vote on updating Neighbourhood Plan.
5. Presentation on how to comment on Local Plan.
6. Public questions.

18/188 New Website. APPENDIX 2 Discussion regarding quote received.

There was a lot of discussion regarding a potential website designer and cloud storage facility.

It was RESOLVED to accept the weebly.com website designer with the share point storage and email facility, proposed Cllr Kelsey seconded Agar, all in favour one abstained.

18/189 Grant Request. APPENDIX 3. Discussion regarding the release of funds allocated in the precept.

It was RESOLVED to accept to release the funds allocated towards the surgery in the sum of £2839.04 but to point out that in future that the grant application form needs to be complied with completely i.e. three grants obtained for equipment funding is applied.

18/190 Parish Council Photocopier/scanner. APPENDIX 4.

The Parish Council RESOLVED to authorise the Clerk to purchase a photocopier for Parish Council printing and scanning at a cost of £144 plus Vat.

18/191 Parish Council Land Tree Inspections – The Parish Council to discuss progressing a tree inspection of trees on Parish Council Land and agree an action.

The Parish Council agreed that the Clerk contact a tree specialist to arrange for a quote for tree inspection at North Hall and the Jubilee Gardens and advice on how regularly such an inspection should take place. The Clerk to enquire from WSCC whose responsibility the trees adjacent to the Twittons fall under. **ACTION Clerk**

18/192 PRECEPT 19-20. APPENDIX 5a & 5b The Parish Council to review the estimated precept set by the Finance Committee to discuss the figures and RESOLVE to agree the precept or suggest amendments for an amended Precept.

The office allowance was increased to £400

The website allowance was increased to £1200

Grants were renamed Small Grants under one heading and the amount reduced to £6400 and a further £2000 was to be added to Ear Marked Reserves from General Reserves.

**The precept required was £42670**

18/193 Updates and items for discussion: -

- (a) Highway/Roads and Traffic Calming. Nothing further.
- (b) Nursery Site. Commercial site. Nothing further.
- (c) Drainage/Flooding/Sewerage. Condition 10 of the planning for the nursery Site had been discharged on 30-10-18. The Clerk to check all the conditions were satisfied. **ACTION Clerk.**
- (d) North Hall. Nothing further.
- (e) Farm Close. A revised planning application is expected in the New Year.
- (f) School. Nothing further.

18/194 E- Bulletin and Newsletter articles.

E Bulletin re public meeting

APM 26<sup>th</sup> April 2019

No increase in the precept.

18/195 Date of the next meeting Monday 7<sup>th</sup> January 2018

The meeting closed at 10.30pm