



# Loxwood Parish Council

Minutes of the meeting of the Parish Council of Loxwood held in the Mursell Room, North Hall, Loxwood on Monday 7<sup>th</sup> October 2019 at 8pm.

19/164 Attendance: Parish Councillors: Chris Kershaw (Acting Chair); Roger Newman; Rick Kelsey; John Lewis.

CDC Gareth Evans WSCC Janet Duncton (left after 19/170)

Jane Bromley, Clerk.

No members of the public.

Apologies for absence – Parish Councillors: Annette Gardner; Chris Agar; Simon Bates; Simon Laker; and Tony Colling.

19/165 Declaration of Members' Interests – None.

19/166 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 9<sup>th</sup> September 2019, the Planning Committee Minutes of the 9<sup>th</sup> September 2019 are accurate records of those meetings.

19/167 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

19/168 Public Participation – None.

## **Item 19/170 was heard here.**

19/169 Report from Chichester District Councillor – Cllr. Gareth Evans. A large agenda item at the full council meeting on the 24th September was the conservative cabinet's response to the consultation on meeting times. Those that are not aware CDC currently holds all of its meetings during the day whilst 95% of all district councils across England and Wales hold meetings in the evening as well as the day. We argued that day time meetings were discriminating against those of working age or with other commitments (i.e. care) from being able to serve and to perform this role at the highest standard by being able to attend all meetings at CDC. District Councillors do not receive a salary and therefore many of us do not have the financial means to not to work. The current set up means that the majority that sit on council are retired or affluent and is not reflective of the society it serves. It should also be noted that we argued that being more flexible with when meetings are held allows residents and parish councils to attend meetings and have their voices heard meaning more people are able to engage on the democratic process. The council will be stronger with a variety of working people bringing differing skillsets as well as the great experience of those that are retired. Comments are often made about the disengagement of young people in the political system at all levels but it is hardly surprising if the system is closed off to them. The decision on the 24th Sept was this matter was closed and would not be reviewed until 2023 (i.e. after the next district council elections). I don't think this is good enough and it was even more ironic that I was unable to attend this full council meeting as I had received the OFSTED call so it was all hands- on deck at work.

Other parish councils in the ward have said they support my views on meeting times and have offered to write a letter to CDC in support. I will write to the clerk after this meeting to see whether it is possible this can be added as an item at the next meeting.

Councillor resignation

Natalie Hume resigned as District Councillor on the Monday 30th September

Parish Related News

Thakeham planning application – application was refused Monday 23rd September. I was prepared to red card this on behalf of the PC and followed the application carefully with very good communication throughout from Jeremy Bushall

Coop Planning Application – I continue to monitor this very carefully. Thank you to the PC for the meeting with Nursery Green Association earlier today. I will contact CDC planning officers regarding this for a progress update.

Reminder of upcoming surgeries:

Saturday 19th October, Plaistow Stores

Saturday 2nd November, Kirdford Stores

Saturday 23rd November, Onslow Arms, Loxwood

19/170 Report from West Sussex County Councillor – Cllr. Janet Duncton. Children's services administration and social services were working hard to meet the requirement for improvement set recently. The new chief of the fire service seems to be doing a good job. The Queens award for volunteers has been received by some of those nominated by WSCC. Those interested in becoming a County Councillor there is an open evening on 23<sup>rd</sup> Octo in Horsham to find out more about the role.

19/171 Clerk's Report. A resident had written to the Clerk concerning Dog Fouling which was a recurring theme. The Parish Council had tried articles in the village newsletter but these articles probably did not reach the right people. After a general discussion it was decided to cost out the provision of dog poo bag dispensers and more dog bins for consideration by the Council at a forthcoming meeting.

An Open Session from 6pm to 7pm on 4<sup>th</sup> November 2019 in the Mursell Room was to be held by the Council for residents with queries to attend. Cllr Kershaw and the Clerk would man this first meeting.

19/172 APPENDIX 2 Replacement Playground Bench – Approval of Quote for £ 292.50 gross. The Parish Council RESOLVED to approve the quote and the Clerk would arrange delivery.

**ACTION** Clerk

19/173 APPENDIX 3 WSCC SPEED INDICATOR DEVICE Consent for Use Form-Formal signature and witness of this form. The Parish Council RESOLVED to approve the signing of the form by the Clerk (who confirmed that Public Liability insurance cover was £10 million as required by the form) and to be witnessed by Cllr Agar who was in control of the SID. **ACTION** Clerk

19/174 Discussion regarding second SID funding applied for from CDC and WSCC approval needed for this to progress. WSCC had advised that only One SID per parish was acceptable to

them and therefore the Parish Council's application for funding from CDC for an extra SID could not be made use of.

19/175 APPENDIX 4 Grant Application from North Hall for £ 1200 for Tree Felling. The Parish Council considered the application and RESOLVED to approve to grant the funds requested to the Trustees for the felling of the Oak Tree near the Playground. ACTION Clerk

19/176 APPENDIX 5 Infrastructure Business Plan CDC- Discussion and agreement of any updates to the IBP.

The Parish Council RESOLVED to make the following amendments to the CDC IBP Parish section:

IBP/317 Effective date range to change to 2020/2021

IBP/696 Effective date range change to 2021/2022

IBP/776 should be taken out as this project was completed in the previous year and included on the CIL account submitted to CDC.

IBP/754 Change wording to "Improvements to entrance"

IBP/731 Take out

IBP/770 Take out.

With regard to any future housing and therefore potential CIL it was discussed a CIL utilisation Policy should be included in the revised Neighbourhood plan.

19/177 Accounts for Payment- Payments totalling £4907.38 were approved.

19/178 Updates and items for discussion: -

a) Highway/Roads and Traffic Calming. Discussed previously.

b) Nursery Site. Discussed during the Planning Meeting.

c) Drainage/Flooding.

A report had been received from Water Environment:

#### **Model Development**

1. The baseline (existing) model has been fully transferred into InfoWorks ICM, from the original strategy to undertake the work in HEC-RAS.
2. The model is run with an upstream flood hydrograph, and direct rainfall runoff on the modelled Loxwood catchment. The model should therefore be the best combination of a fluvial model (like the EA Flood Risk from Rivers mapping) and a pluvial model (like the EA Flood Risk from Surface Water).
3. The updated model is therefore able to replicate the overland surface water flooding of Burley Close.
4. The baseline model is still being improved to include the additional detail including headwalls, private garden walls and surfacing which may affect known property flooding.

#### **Initial Assessment of Potential Options**

1. Formal option modelling will only be undertaken once the baseline model is fully complete.
2. The model does show floodwater backing up upstream of the Guildford Road culvert, however opening up this culvert in isolation would likely increase flood water levels downstream at Pond Close and Oak Grove.

3. At Oak Grove, the model suggests that there the second twin culverted private crossing to no.6 Oak Grove (which was previously flooding) is an obstruction to flow, as water levels differ by 0.5m either sides of the culverts. One of the two pipe openings is half blocked, so and easy option would be to clear both culverts. The second option would be to remove the existing brick side walls and replace with railings. The replacement of the brick bridge side walls could also be done to the upstream twin culvert crossing to No. 5 Oak Grove. A further option could consider replacing both twin pipe culvert crossings with free span bridges or alternatively a larger box type opening.
4. Improving the drainage through Oak Grove unlikely to negatively impact houses downstream, with the exception of the properties at Burley Close.
5. The model will consider the benefit of opening up the culvert beneath Station Road, however a low flood defence barrier along the back of the properties at Burley Close may be necessary to reduce flood risk. The issue with a formal flood defence is that it may then also block surface water runoff from entering the river, creating additional flooding at Burley Close. The benefit of the latest update to the model is that this can be tested.
6. The model suggests that the source of the overland surface water flooding of Burley Close is from the uphill residential plots, rather than primarily from runoff from the school surfacing. Surface water seen coming through the school fencing, while including some contribution from the school surfacing, is from offsite runoff onto the school site. There may be some options which could be worked with the school to assist in better directing / converting overland flow to the river.

A date to receive the full report was to be established. ACTION Clerk

d) North Hall. Nothing further.

e) Farm Close. Nothing further.

f) School. The outdoor play area had been a great success and photographs were to be sent to the Parish Council.

g) Neighbourhood Plan. The next meeting was to be held on 21<sup>st</sup> October 2019.

19/179 E- Bulletin and Newsletter articles.

Dog fouling; Open Sessions and CDC surgery; WSCC School consultation; Co Op application state of play.

19/180 Parish Matters.

None.

19/181 Date of the next meeting Monday 4<sup>th</sup> November 2019

The meeting closed at 9.40pm

Signed Chair of the Meeting-----

Dated-----