



Loxwood Parish Council

Minutes of the meeting of the Parish Council of Loxwood held in the Mursell Room, North Hall, Loxwood on Tuesday 3rd April 2018 at 8pm.

Attendance: Parish Councillors: Chris Agar (Chair); Roger Newman; Simon Bates (left at 9.20pm during 18/60) ; Tony Colling; Martin Loxton; Rick Kelsey.

WSC Councillor: Janet Duncton (arrived during 18/54 at 8.05pm and left at 18/58)

CD Councillor Peter Wilding (arrived during 18/54 at 8.15pm and left at 18/58)

Jane Bromley, Parish Council Clerk.

18/51 Apologies for absence – Parish Councillors: Annette Gardner; Simon Laker; David O'Brien

18/52 Declaration of Members' Interests – None.

18/53 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 5th March 2018, and the Planning Committee Minutes of the 5th March 2018 are accurate records of the meetings.

18/54 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the action points. A meeting had been held with the landowners of the land adjacent to North Hall whose land had been considered suitable for development for a Community Led Trust. During the meeting it had been discussed as to the proportion of Market value and affordable units that would be required in order for the finances to balance. The landowner and his professional advisers who had also attended were to go back to discuss proposals with family members and come back to the Parish Council at a later date.

18/55 Public Participation – The North Hall trustee Peter Winney spoke concerning the requirements of North Hall for monies from CIL for the development of North Hall. These requirements were taken on board by the Parish Council.

18/56 Report from Chichester District Councillor – Cllr. Peter Wilding. The CDC budget had been set for 18-19 and this amounted to £5 a year for a band D property. The CIL briefing from CDC was to take place at North Hall Loxwood on 24th April at 10am. The All Parishes meeting was to take place at the CDC offices on 30th April and amongst other things the VELO SOUTH cycle ride was to be discussed. This would involve 15000 cyclists and road closures on 23rd September. CA was to attend on behalf of the Parish Council. **ACTION CA**

18/57 Report from West Sussex County Councillor – Cllr. Janet Duncton. JD reported that an extra £1.2m was being allocated for the mitigation of potholes by WSCC. WSCC were working

hard to get rural services to the same standard as more urban districts especially broadband. CA asked JD whether she would support a S106 allocation for the purchase of SID posts by LPC which JD confirmed she would. TC asked JD about the sign near Farm Close which was reporting works to commence from 9th April. There was no indication what the works would be and he was concerned for access to the doctors' surgery. TC reported that recently works had been carried out down Station Road to pavements which residents considered unnecessary and he was concerned that the same was to take place in Farm Close where again it was considered unnecessary. There were plenty of other pavements that did require attention. JD was to look into this. **ACTION JD**

18/58 Clerk's Report. The Clerk reported poor attendance for the Annual Parish Meeting. It was thought the time of year may have been contributory and next year it would be advertised more widely possibly by leaflets through doors and a banner. The speakers had been excellent including Polly Kitson from the school and Rachel Carruthers WSCC recycling. The Clerk reminded Councillors of the Finance Committee meeting on 9th April 2018, 7pm, all Councillors being members of this Committee.

18/59 APPENDIX 2 NORTH HALL TRUSTEE REQUEST TO FUND TREE SURGERY NORTH HALL TREES. The Parish Council RESOLVED that tree surgery totalling £1000 net to the trees on the boundary of North Hall would be paid for by the Parish Council.

18/60 APPENDIX 3 GRANT APPLICATION FORM. The Parish Council considered the grant form and RESOLVED that subject to renaming it the PROJECTS GRANT FORM and including a request for the last profit and loss account and balance sheet of the organisation that the FORM be adopted. Thanks were expressed to Cllr O'Brien who had produced the form.

TC proposed that the existing grants form be renamed the SMALL GRANTS AND DONATIONS FORM and that each request be considered as to which form should be completed as and when request was received. Seconded by Cllr Newman and all in favour.

18/61 APPENDIX 4 RED CARDING POLICY FOR PLANNING COMMITTEE. The Parish Council to consider the updated Red Carding Policy following comments on the draft policy by the Planning Committee. The Parish Council discussed at length the wording of the policy and amended one section of the policy as shown in red.

“Circumstances where LPC should *consider* 'Red Carding':

Normally, LPC Councillors should only request the District Councillor to 'red card' a planning application when one of the following situations arises:

1. LPC recommend refusal of the planning application and the planning officer is minded to grant planning consent *and LPC considers granting would be to the detriment of the parish;*
2. When there is an exceptional level of public interest objecting to the planning application and the planning officer intends to grant planning consent;
3. When the application is contrary to Neighbourhood Plan Policy and the officer intends to grant planning consent.”

The Parish Council RESOLVED to adopt the policy subject to this amendment, proposed by Cllr Colling seconded by Cllr Kelsey four in favour and one against (there being only 5ive councillors present at this point in the meeting).

18/62 APPENDIX 5 ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDED 31st March 2018- The Parish Council RESOLVED to confirm they have satisfied their responsibility for a sound system of internal control, points 1 to 8 on the annual return form.

18/63 APPENDIX 6a and 6b. CIL MONITORING FORM AND UPDATES TO CIL PROJECTS. The Parish Council to RESOLVED to approve the CIL monitoring form for the period 1 April 2017 to 31 March 2018. The Parish Council undertook to re-consider the CIL Projects from page 45 on the CDC Infrastructure Business Plan and determine whether any updates are needed. These were to be considered again if necessary following the CIL workshop on 24th April.

18/64 Accounts for Payment –The payments in the sum of £5171.94 were approved.

18/65 Updates and items for discussion:-

- (a) Highway/Roads and Traffic Calming. Mike Dare WSCC Officer had been assisting LPC in chasing for action on the SID post funding via S106 and site locations review.
- (b) Nursery Site. First occupation had been delayed beyond April due to sewer and drainage works. No word had been received from the commercial site owners as to when a contract might be signed with the Co Op. Cllr Colling would chase the agent. ACTION TC
- (c) Drainage/Flooding. 20 flood questionnaires had been returned so far.
- (d) North Hall. This had been dealt with under CIL discussions. The playground surface works would commence as soon as the weather was better. The zip wire had had a maintenance check and remedial work done. The starting mound was now ready for use when the weather was drier.
- (e) Farm Close. The Planning Officer had asked LPC how the sum of £85K for parkland maintenance had been arrived at and minutes of the meeting when this had been agreed with the previous developer had been sent to her.
- (f) School. Nothing further.

18/66 E- Bulletin and Newsletter articles.

Dunsfold Park decision.

Love Sussex reporting for potholes.

APM report.

18/67 Parish Matters. None

18/68 Date of the next meeting Tuesday 8th May 2018

The meeting closed at 10.25pm.