



Loxwood Parish Council

Minutes of the meeting of the Parish Council of Loxwood held in the Mursell Room, North Hall, Loxwood on Monday 5th March 2018 at 8pm.

Attendance: Parish Councillors: (Chair) Chris Agar; Tony Colling; Roger Newman; Rick Kelsey; Simon Laker; David O'Brien. Jane Bromley, Clerk. Janet Duncton WSCC (arrived during 18/42 at 8.30pm and left after her report at 8.42pm).

18/34 Apologies for absence –Parish Councillors: Annette Gardner; Simon Bates; Martin Loxton. Chichester District Councillor: Peter Wilding.

18/35 Declaration of Members' Interests –None.

18/36 Minutes of the Last Meetings – The Parish Council RESOLVED to approve the Minutes of the Parish Council meeting on 5th February 2018, and the Planning Committee Minutes of the Meeting of 5th February 2018 as accurate records of the meetings. Proposed by Cllr Kelsey seconded Cllr Laker and all in favour.

18/37 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

18/38 Public Participation – None.

18/39 Report from Chichester District Councillor – Cllr. Peter Wilding. No report.

18/40 Report from West Sussex County Councillor – Cllr. Janet Duncton. An Enterprise Centre has opened in Chichester supported by WSCC for premises for business start-ups and 10 units have already been taken. A Loxwood resident had asked Cllr Duncton about the possibility of a "concealed entrance" sign at the entrance to her driveway opposite the butchers in the village centre. The Clerk advised that the Parish Council had met with this resident with the traffic highways officer who had already given a response concerning signage and the Clerk would let Cllr Duncton know what his response was. **ACTION Clerk.** WSCC fire service now had a drone which was available to other departments for their use. They had also acquired a more adequate 30m ladder platform. A reminder of the CLC meeting in Wisborough Green Village Hall tomorrow 6 March.

18/41 Clerk's Report. Annual Parish Meeting update. Speakers were confirmed as the Head teacher Polly Kitson; WSCC recycling team; North Hall trustee and the Chair of the Parish Council. Food would be ordered from the local butchers and drinks organised by the Chair.

18/42 Appendix 2 SCHOOL GRANTS- APPLICATION FOR 17-18 and 18-19. Information of costings of project. The Parish Council reviewed the information given on the costings with regard to the grant policy that only in exceptional circumstances are grants to be made in excess of 50% of the cost of the total project. The Parish Council discussed the information they had been supplied with and found that the two projects of ground works and resource purchase had become blurred. The two separate grants reserved for the school were specifically for ground works (16/17 financial year) and then for the outdoor resources (17/18 financial year). It was agreed that more detailed costings of these projects was required to comply with the grants application

procedure. Cllr O'Brien was to produce a form to facilitate a clearer understanding of the school requirements. **ACTION DO**

18/43 DATA PROTECTION NEW REGULATIONS - GDPR- Update. Over the last month the Clerk had been trying to enlist the assistance of dealing with the new regulations from CDC and had also enquired as to what procedure the other North Parishes Clerks were undertaking. There had been no communication from CDC and the other Clerks had various ideas. It was decided to proceed with the risk assessment previously approved without further delay.

18/44 Appendix 3 RISK ASSESSMENTS FOR THE FORTHCOMING YEAR. The Parish Council RESOLVED to adopt the assessments (proposed by Cllr Colling and seconded Cllr Newman, all in favour) for the forthcoming year after amending the asset risk assessment to include the AED in the telephone kiosk in the village centre. **ACTION Clerk/TC**

18/45 Appendix 4 LOXWOOD FLOOD EXPERIENCE QUESTIONNAIRE AND COVERING LETTER- The Parish Council RESOLVED (proposed by Cllr Colling and seconded by Cllr Newman, all in favour) to amend the letter and questionnaire as carried out in the meeting and then approve it for sending out to those residents affected by flooding.

18/46 Accounts for Payment -Expenditure of £4771.90 was approved for payment.

18/47 Updates and items for discussion:-

(a) Highway/Roads and Traffic Calming. VAS posts. Speed watch- purchase of speed gun and road side training for volunteers.

The Clerk had been unable to resolve the S106 funding issue with WSCC Highways officer Sam Mason who was awaiting instruction regarding updated governance on S106.

The VAS post location request forms had been submitted but the site surveys had not been carried out for the post positions and CA was continually chasing this.

We had 6 online trained Speed Watch volunteers which was a poor turn out for a community so concerned with speeding through the village and would mean that less time could be spent road side and therefore the less impact it would have on speeding. Cllr Agar was awaiting a date for roadside training in Loxwood for these volunteers. Hen reported tha 2 location had been approved by the Community Speedwatch assessor. However,he was awaiting approval for all the positions requested to be risk assessed and agreed.

(b) Nursery Site. The Parish Council had been asked if a Cllr would speak to Antler homes marketing Department to explain what was good about Loxwood Village. Cllr Kelsey had obliged although he was yet to see the proposed article.

Cllrs Colling and Agar had met with the new owners of the commercial development at the Nursery site and had been advised that the site would definitely remain commercial. The developers confirmed that their lawyers had drawn up the final contract with the Coop's legal department which would be subject to obtaining planning and design agreement. It was anticipated that this would be signed within the next 2 weeks. Cllrs Colling and Agar requested confirmation of the contract signature ASAP so that we can announce that the retail development is going ahead formally **(c)** Drainage/Flooding. Flood meeting 23rd February with Water Environment Consultant. Update. This had been discussed under 18/45.

(d) North Hall. Nothing to report.

(e) Farm Close. There had been no further progress with this planning application following the objection that the Parish Council had submitted and request for a meeting. The clerk was to contact the Planning Officer for an update. ACTION Clerk

(f) Gatwick Noise. Nothing to report.

(g) School. Discussed under 18/42.

18/48 E- Bulletin and Newsletter articles.

There was nothing substantial to report this month. Cllr Colling would take a look at Loxwood Society News and see if there was anything that could be reiterated from this. ACTION TC/Clerk

18/49 Parish Matters. Cllr Colling discussed the possible updating of the Neighbourhood Plan and, under the latest current legislation, so long as the amendments were not material this could be achieved without having to undergo another referendum. This would be discussed at the next meeting.

18/50 Date of the next meeting Tuesday 3rd April 2018.

The meeting closed at 10.10pm