



# Loxwood Parish Council

Minutes of the virtual meeting of the Parish Council of Loxwood held on Monday 1<sup>st</sup> June 2020 at 8pm.

20/103 Attendance: Parish Councillors: Chris Agar; Rick Kelsey; Tony Colling; Simon Bates; Chris Kershaw; Roger Newman. CDC Gareth Evans (left the meeting at 20/110). CDC & WSCC Janet Duncton (left the meeting at 20/110). Jane Bromley, Clerk. 7 members of the public. Apologies for absence: Parish Councillors: Annette Gardner; Simon Laker and John Lewis.

20/104 Declaration of Members' Interests – None.

20/105 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 4<sup>th</sup> May 2020, and the Planning Committee Minutes of the 4<sup>th</sup> May 2020 are accurate records of those meetings.

20/106 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

20/107 Public Participation – A resident spoke concerning his applications to WSCC for a licence to hold drive in movies in a field along the Guildford Rd. Comments had been made on the application by a Councillor and the proposer came to answer any queries. The main issue of concern to the Parish Council was Traffic and any breach of Social Distancing rules currently in force. The proposer discussed the plan for traffic, at most 175 cars, that they would be staked off the road ready for appropriate parking 3 metres apart in a zig zag. Sussex police had confirmed their approval to this. A Social Distance policy had been approved by the Authority and would be strictly adhered to. The site proposer gave the dimensions of the screen which would be 2 ½ metres off the ground and confirmed it would not be visible from the B2133.

The site proposer confirmed the usual Joust event had not be cancelled altogether. If it did go ahead it would be in September but he felt this was unlikely as he anticipated it would attract poor attendance. The site proposer asked that in future any queries or concerns regarding the event be sent to him direct rather than commenting to the County. The Councillor who had commented advised that the time frame for commenting was a day away when he realised the issue and therefore there was insufficient time to have an interaction with the proposer if his comments were to be taken into account.

20/108 Report from Chichester District Councillor – Cllr. Gareth Evans.

1) I continue to support the Covid-19 hubs (including mowing a residents lawn last week). Fortunately I am hearing reports that the number of volunteers outweighs those in need but it is great we have so many volunteers incase things do change. As we emerge from lockdown we should still encourage residents to exercise caution incase of a second spike.

2) At my last address I reported that CDC has raised concerns about foodbank shortages. This remains the case so thank-you for adding this as an agenda meeting.

3) A reminder that the Covid-19 District Councillor hotline remains open should residents report any concerns in the community to the Parish Council.

4) The Co-op application was heard at the 13th May Planning Committee. The decision was to permit with a contribution for social affordable housing which has now been met by the applicant.

5) There have been increased concerns about traffic speed and noise across the ward. A cross ward traffic taskforce has been set up with a view to working in collaboration to tackle this. The first meeting took place via zoom last week and the next one will take place in June 11th.

6) From today the range of items that can be taken at the refuse centre has extended to include garden waste, general household waste, wood, cardboard, electrical items, bulky items, metal, furniture. They are currently unable to accept soil/hardcore, plasterboard, asbestos, tyres or textiles for the time being.

#### CDC Updates

1) Recovery Plan – Members of the opposition put forward a Recovery Plan motion which had public participation at its heart and proposed a cross group taskforce using the experts in our community to minimise the inevitable economic once we get out of this Covid-19 crisis. Whilst all oppositions councillors supported this (bar one independent) this motion was voted against by all Conservative Councillors.

2) Since last month meetings CDC Council, Cabinet and Committee meetings have started to take place and are now being live streamed on youtube.

3) Parking – suspension of parking charges has been extended to June 8

We applaud this decision from CDC as it is a vital move to support essential services during this time.

4) Parking – following the extension of the lockdown by a further three weeks CDC are suspending parking charges in all their district car parks for a further three weeks. We applaud this decision from CDC as it is a vital move to support essential services during this time.

5) Climate Officer Update: the new CDC Climate Change Officer has now been appointed, Dr. Andrea Smith who started on Monday. Andrea's first tasks will be to finalise the criteria for the Zero Chichester Fund and to develop our interim climate change action plan.

6) CDC staff and members of the Senior Leadership team were supporting Stonepillow preparing food./ Some Council officers and some councillors are also took part in the Stonepillow Little Big Sleep Out on Saturday night (16th May) to raise funds to support the homeless during the Covid-19 crisis. I was also delighted to join this initiative – the link was published on my FB Page and at the time of writing I am delighted to announce I have raised £643

#### Digital District Cllr Surgeries

In this era of social distancing my face to face surgeries cannot continue for obvious reasons until such a time as these measures are relaxed

To replace my surgeries, I am available to meet residents remotely through video calls upon request either through Zoom meetings or Video Calls through Skype or Hangout (ID gareth.evans1979@googlemail.com). Get in touch if you'd like to arrange a time to meet up! Residents can contact me any time on my telephone 07958918056 or email gbevans@chichester.gov.uk. I can also be contacted via my social media handles. Facebook is @GarethEvansLoxwood Twitter is @GarethEvans79

20/109 Report from West Sussex County Councillor – Cllr. Janet Duncton. JD advised CDC had been one of the best performing Districts to arrange grants for businesses as a result of COVID 19 business disruption. WSCC Children's homes were undergoing structural improvements over July. A meeting was being called by the county to discuss motor bike noise on 11<sup>th</sup> July and Parish

Councillors had been invited. £784K had been granted to the County for improvements to cycle and walking routes. WSCC were keen to make the best long- lasting use of this money. WSCC were dealing with Giant Hogweed on their land and were keen to know of landowners in the District with the problem to approach the problem together.

192 out of 228 County primary schools had opened today. The Parish Council highlighted the light of Loxwood School having to buy laptops for all the teachers teaching from home as they were not allowed to use their home PCs due to GDPR and yet here was no funding for this from WSCC. JD would look into this. **ACTION JD**

20/110 Clerk's Report. Giant Hogweed. The Clerk had received correspondence on this issue and advised in the past the Parish Council had written to land owners with a known problem. Cllr Colling advised this problem should be tackled by the three local parishes together being Alfold, Plaistow and Ifold and Loxwood. The Wey and Arun Canal Trust would be asked which areas of land were invested by Giant Hogweed (**ACTION RK**) and the Clerk would write to the owners in conjunction with surrounding parishes. **ACTION Clerk** The Clerk was asked to point out to owners whose land harboured this plant the effects on those "burned" by the plant.

20/111 APPENDIX 2a (AGAR) and 2b (Detail of Income and Expenses) ANNUAL ACCOUNTING RETURN FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2020- The Parish Council RESOLVED to approve the accounts for the year 2019-2020 Audited Internally to pass onto the External Auditor.

20/112 APPENDIX 3 INTERNAL AUDITORS REPORT ACCOUNTS TO 31<sup>ST</sup> MARCH 2020 AND REAPPOINTMENT OF INTERNAL AUDITOR (PJ Consultants) FOR THE YEAR TO 31<sup>st</sup> MARCH 2021- The Parish Council noted the internal auditors report, and RESOLVED that the Annual Return may proceed to External Audit and to RESOLVED to reappoint the internal auditor PJ Consultants for the forthcoming year.

20/113 Loxwood Food Bank – Cllr Kesey had spoken to Rev Cushings regarding the food bank service provided by the church. Rev Cushing had advised there was not a huge demand for this service at present but if funding was a problem, he would revisit the Parish Council's offer of funding.

20/114 APPENDIX 4 5 & 6 North Hall Car Park Extension – CIL GRANT APPLICATION Phase 1 £43,900 net and Phase 2 £38,700 and Phase 3 £38,600. The Parish Council were divided as to whether this application represented a good use of CIL and compromised in a suggestion that

partial funding for phase one only, would be a good solution. The full paper work was not available at the meeting and therefore this would be re visited in the July meeting.

20/115 Neighbourhood Plan Questionnaire – Printing costs of £982 JR Printing. The Parish Council RESOLVED to approve these printing costs be paid out of General Reserves. See APPENDIX 7

20/116 Accounts for payment- Payments of £10487.14 for the month were approved to include expenditure of £399.00 for the VE bench which had already been incurred.

20/117 Updates and items for discussion: -

- a) Highway/Roads and Traffic Calming. The SID was currently on Vicarage Hill. One of the Village gates had been destroyed on Vicarage Hill and this had been reported to WSCC who had purchased the gate. There were no witnesses or evidence as to what had actually happened but it appeared a vehicle driving at speed had crashed through the gate.
- b) Nursery Site. Developments were awaited following the site proposers for the commercial site receiving planning permission but also being advised that they were delayed from commencing development due to conditions in their transfer deed from Antler Homes.
- c) Drainage/Flooding. A policy for Drainage and Flooding had been circulated by Cllr Kelsey to the NP Steering Group for comments for inclusion in the revised Neighbourhood Plan. This set out details of a database for issues, amongst other things.
- d) North Hall. Nothing further.
- e) Farm Close. Cllr Colling would contact ECE Planning to ascertain what was happening to the site.
- f) School. The school had opened today for three, year groups. The school were still hoping the Parish Council would fund the laptops for teachers as a result of the crisis but the Parish Council were keen to explore via Cllr Duncton options from WSCC.
- g) Neighbourhood Plan. A meeting was to take place virtually on 3<sup>rd</sup> June to continue with policy revision and approval of the SEA scoping report. Good progress was being made. The Steering Group would like to be set a budget for expenditure that may occur in order that they do not have to hold up actions to wait for Parish Council approval of expenditure. Currently any expenditure over £200 requires Parish Council approval. This was to be itemised on the PC July agenda. **ACTION Clerk**

20/118 E- Bulletin and Newsletter articles. Giant Hogweed. NP Questionnaire. Church assistance for those in financial hardship. Clay Pits issue.

20/119 Parish Matters. It had been brought to the attention of the Parish Council by a resident that Land South West of Guildford Road LX/19/01240/FUL site proposers were appealing against the refusal of planning permission. Cllr Colling was to revisit the Parish Council's objection and circulate any changes to the members for agreement ahead of submission to the Inspectorate. ACTION Clerk. TC

20/120 Date of the next meeting: Parish Council Meeting Monday 6<sup>th</sup> July 2020.

The meeting closed at 10.35pm