



# Loxwood Parish Council

Minutes of the virtual meeting of the Parish Council of Loxwood held on Monday 2<sup>nd</sup> November 2020 at 8pm.

20/187 Attendance and Apologies for absence – Parish Councillors: Rick Kelsey (Chair); Chris Agar; Tony Colling; and Roger Newman. CDC Gareth Evans (left the meeting after 20/100 c)). CDC & WSCC Janet Duncton (left the meeting after 20/195). Jane Bromley, Clerk. 7 members of the public.

Apologies for absence: Parish Councillors Simon Bates and Annette Gardner.

20/188 Declaration of Members' Interests – None

20/189 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 5<sup>th</sup> October 2020, the Planning Committee Minutes of the 5<sup>th</sup> October 2020 are accurate records of those meetings.

20/190 Co Option for three Councillor Vacancies. No interest as of yet.

20/191 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

20/192 Public Participation – NH Trustee and the resident Flood Consultant will speak during the relevant item.

20/193 Report from Chichester District Councillor – Cllr. Gareth Evans.

As the country prepares for a second national lockdown this week, CDC are continuing to Offer a wide range of support to individuals, businesses and community organisations across the district who are experiencing hardship during this extremely difficult period.

The Revenues and Benefits teams are currently administering the Government's Self Isolation Payments to people in the district who are on low incomes and have been told to self-isolate by NHS Test and Trace. This is to enable people to ensure that they follow the rules without suffering financially. They are also administering a hardship fund to give £150 to those residents who are in receipt of Council Tax Benefit, to help towards their Council Tax bills. This can also be increased as part of discretionary scheme and we are also able to help with rent payments through our Discretionary Housing Payments scheme.

CDC are supporting local community groups who have seen an increase in demand for their services as a result of coronavirus. They have increased the grants scheme by £250,000 to help local voluntary groups. Details of all these schemes, which hope will assist families who are experiencing financial pressures during this time, can be accessed through CDC's website

[www.chichester.gov.uk](http://www.chichester.gov.uk)

CDC are working with West Sussex County Council to ensure that vulnerable people receive as much support as possible. They are there to deliver emergency food and other supplies to those who have no support network around them. They are a member of the county's food partnership and food hardship fund that WSCC set up using money from the Government's Emergency Assistance Grant. This means that they can refer any children or families who are experiencing problems with food supply for assistance. I would encourage anyone who needs support to contact the Community Hub. The best way to do this is online but there is also a dedicated telephone helpline available for residents who need it: 033 022 27980. We are trying to keep the resources available through the hub for those who are most vulnerable, so if people have support in place already, such as from family or friends, then they should continue to use their support.

The CEO will be delivering a Covid-19 recovery update at the next cabinet meeting (next month). CDC have paid out £37 million in Business Rate Grants to support businesses. They also gave out £237,000 in the first six months of the financial year through our Hardship Fund payments to support people with their Council Tax who have been financially affected due to the pandemic.

**White paper** The Planning White Paper sets out a wide range of proposals which seek to streamline the planning process. Proposals include designating land for Growth, Renewal or Protection, the promotion of design and sustainability, a reform of developer contributions and measures to ensure more land is available for development where it is needed. The proposals have implications for plan-making, development management and the delivery of infrastructure and affordable housing, through developer contributions.

DPIP considered the proposals and the council's responses on 15 October. The council's response was submitted to MHCLG on 21 October 2020.

**Housing and Employment Land Availability Assessment** Following the workshop on the Housing and Economic Land Availability Assessment (HELAA) in August, the HELAA and all appendices has been published on CDC's website. It sets out details of the potential suitability of land for development within the Chichester Plan area and will inform the emerging Chichester Local Plan. All Parishes in the ward have been informed

**Claypit** I continue to support the large number of residents who have raised concerns over the claypit. Final webinar on 15<sup>th</sup> December 2020.

**Surgery** As always please contact me with any issue, feedback, problem or question and I will do my best to help: [gbevans@chichester.gov.uk](mailto:gbevans@chichester.gov.uk) / 07958 918056. Although I have not been able to resume normal Saturday surgeries yet, I am available to meet and visit residents (whilst observing social distance measures) or for online meetings or surgeries upon request. I look forward to hearing from you!

**A copy of both consultation responses can be found on the Planning Policy pages of our website:** <https://www.chichester.gov.uk/governmentconsultations>

Cllr Agar asked CDC Gareth Evans to investigate the CDC review regarding sustainability of the site proposed for 1000 for the West of Nursery Green and to impart to CDC the high concerns that have arisen within Loxwood.

Cllr Colling advised he had submitted a response to the Government White Paper on Planning on behalf of the Loxwood Society. A letter to be written from the Parish Council and submitted on behalf of the Parish Council. **ACTION TC**

20/194 Report from West Sussex County Councillor – Cllr. Janet Duncton. Clay Pits application not yet received by WSCC. Government White Paper has been commented upon by WSCC, CDC and Parishes. Remembrance -day service via a webcam this year. WSCC Covid-19 help Hub fully operational for help during the lockdown. £737,000 provided by the government has been spent on help for those in need. Pop up cycle routes Councils asking that they be removed.

20/195 Clerk's Report. Finance meeting 7pm on Monday to discuss the precept.

20/196 APPENDIX 2a to 2d Pre -school Grant application. The Parish Council to consider the application for £4400 and if the Parish Council approve the application, they are to consider whether it should be paid immediately out of General Reserves or CIL Reserves or included in the precept for 2021/2022.

Cllr Newman advised the Pre school did not have a P & L account as they were provided with a budget from WSCC and they have income and expenditure details only. Cllr Colling proposed that they be asked for details of any cash reserves in order to assess whether they are able to make a contribution themselves, if they have no Reserves available for this project the Parish Council RESOLVED to donate the full amount required up to £4400 to come from CIL. **ACTION Clerk**

20/197 APPENDIX 3 Chichester Infrastructure Business Plan Update- The Parish Council discussed the Loxwood entries on the IBP and considered amendments and additions required. Form to be submitted by 16<sup>th</sup> November 2020.

The amendments were RESOLVED as:

**Council IBP/317 Transport Car parking** To increase car park capacity (Loxwood) Increased numbers using North Hall put pressure on parking. This could be alleviated by introducing car park to south of entrance drive. 2020-2021 Short term (2020-2026) **£12,000 North Hall Trustees** CIL LX/13/02025/FUL ***This to be removed after recent car park works at NH***

**Council IBP/696 *Transport infrastructure including Pedestrian crossing at B2133 Loxwood Nursery*** site Increase footfall across the road in particular children crossing from new development to get to school and in the other direction and in the other direction, residents crossing to the new village stores. 2021-2022 Short term (2020-2026) **£500,000** Community Highways Funding Loxwood Parish Council CIL

**Council IBP/772 Health Community healthcare**, primary care facilities & improvements Doctors surgery internal building improvements Improving the internal environment of the surgery for health and comfort. 2020-2021 Short term (2020-2026) **£60,000** CIL and other Loxwood Parish Council CIL

**Council IBP/754 Social Infrastructure Community** facilities Improvements to entrance to North Hall **£6,000** CIL ***To be removed***

**Council IBP/698 Green Infrastructure Playing fields**, sports pitches, related build Resurfacing of North Hall playground The playground surface is messed grass and has suffered from 2018-2019 Short term (2020-2026) **£20,000** Loxwood Parish Council CIL. **Increase to £60000**

20/198 Accounts for payment- The Payments for the month were approved.

20/199 APPENDIX 4 Opposition to the Value for Money Review and WSALC Value for Money Survey. The survey having been previously circulated was discussed and it is RESOLVED that the Clerk be given authority to complete the survey on behalf of the Parish Council. In addition, The Parish Council to review the Appendix 4 a letter from Cllr Tony Steer and discuss a response. The Parish Council RESOLVED to support the motion as raised by Tony Steer WSALC Board Member being:

***The Company Directors cease to progress the current value for money study.***

***•The Company Directors work constructively with SSALC to conclude the current strategic review***

***which includes a value for money element.***

***•The company Directors establish a clear mechanism for engaging Parish Councils in West Sussex in***

***studies that fall outside of the SSALC operational framework***

***•That the current Chairman and Vice Chairman of WSALC stand down.***

20/100 Updates and items for discussion: -

a) Highway/Roads and Traffic-Nothing to report.

Noise Calming. Wisborough Green and A272 route are having some success with engagement from the police installing noise meters along these routes.

b) Drainage/Flooding: Flood Forum meeting on 19<sup>th</sup> November 2020 and the minutes are on the website. Phase one proposals- it is thought there may be a need for a project manager to implement some of the recommendations from Water Environment. A new cost benefit analysis is required at this stage for mitigation measures rather than previously carried out by the EA for flood alleviation. EA would not undertake this. A professional may be needed for a 5 to 10 year span. Actions were set out to establish who was to be made responsible for funding for the different aspects of work required. Culverts were WSCC Highways responsibility It was the measures for private land where there was no obvious sources of funding that needs further research.

To further research this a meeting is to be arranged with Operation Watershed and CDC, possibly Southern Water. Although Operation Watershed are usually only involved in Community Projects and this is work on private land and may not fit their criteria. The Clerk to set up this meeting and NS,CA and RK to formulate an agenda. **ACTION Clerk, CA, RK NS** In addition it is yet to be established whether the Land Owners are willing to give permission for works to be carried out on their land. It will require all Land Owners to agree for the works to be feasible. NS to meet with Land Owners who have raised

concerns about the speed with which things are accomplished. ACTION NS Water Environment are working on individual reports for Land owners.

Flood data base requires the Parish Council to maintain it. A procedure should be written so all involved know how to operate this going forward. ACTION TC. NS suggests procedure be tested after the next flooding event. ACTION TC, RK

- c) Pallinghurst Wood – Clay Pit Proposal. Webinar on 27<sup>th</sup> October and Stop the Clay Pit virtual meetings were attended by NS. Benefits to residents- there are none. Transport route- considering split Bucks Green and Loxwood or north to A281 (problems exist with this route). Concern will be extended further into the woods. CDC have issued a TPO over the whole site and surrounding woodlands.

TC had looked into the planning policies in this regard. The Minerals Plan and the Waste Plan and Loxwood Clay Pits would need to satisfy the planning policies in both these plans. Applicant must justify the proposal based on proven demand for the mineral or a shortfall, of commercial waste disposal in the County. WSCC import waste at the moment and an objective is to eliminate this importation t the County. Plan Policies require the site to be within approximately 3km of an official lorry route i.e. A281. The Loxwood route would be greater than approximately 3km. TC believes a Transport Consultant will not be needed because you will either meet the 3km rule or not.

WSCC officer to be approached for their view. ACTION Clerk

The Parish Council to consider:

\* Engagement of a Planning/ Transport Consultant; TC proposed a brief is written for a planning consultant to quote for the work to accumulate the basic information required to consider the proposal. The Parish Council RESOLVED this action. ACTION TC

\* Donation to the Clay Pits Residents Group; The Parish Council deferred a decision in this regard until more information was known about the site.

TC suggested the established footpaths be claimed via legal process as public rights of way in the woods. He suggested this would be something that the Resident's group might want to carry forward.

- d) North Hall.

The Parish Council to consider:

\* A Grant to support the Hall as a result of income deficit due to Covid-19 restrictions on activities.

A report had been circulated on the finance position of the North Hall Committee. Income expected to be down but current account still expected to be in credit but any further restrictions will change the situation. Reserves are already spoken for but could be available if necessary. Funding from the Parish Council is not required at the present time but may be required in the future.

- e) Farm Close. Nothing to report.

f) School. The school spending beyond their budget to fund Covid-19.

- g) Neighbourhood Plan. Regulation 14 ongoing this consultation ends on 9<sup>th</sup> November 2020.

20/101 Newsletter articles. Bench plaque VJ day. Funding availability from CDC. NH Car Park paid for out CIL money.

20/102 Parish Matters. Thakeham to be contacted by Cllr Colling regarding sewerage and traffic calming contributions.

20/103 Date of the next scheduled meeting: Parish Council Meeting Monday 7<sup>th</sup> December 2020.

**The meeting closed at 10.45pm**