



# Loxwood Parish Council

Minutes of the virtual meeting of the Parish Council of Loxwood held on Monday 11<sup>th</sup> January 2021 at 8pm.

01/2021 Attendance: Parish Councillors: Rick Kelsey (Chair); Chris Agar; Tony Colling; Annette Gardner; Roger Newman; and Simon Bates. CDC Gareth Evans (left the meeting after 09/2021). CDC & WSCC Janet Duncton (left the meeting after 09/2021). Jane Bromley, Clerk. 2 members of the public.

Apologies for absence: None.

02/2021 Declaration of Members' Interests – None.

03/2021 Minutes of the Last Meetings – The Parish Council RESOLVED that the Minutes of the Parish Council meeting on 7<sup>th</sup> December 2020, and the Planning Committee Minutes of the 7<sup>th</sup> December 2020 are accurate records of those meetings.

04/2021 APPENDIX 1 ACTION POINT LIST: There were no updates to the list of Action Points.

05/2021 Public Participation – No speakers.

06/2021 Report from Chichester District Councillor – Cllr. Gareth Evans. [Covid-19](#)

We are now in a national lockdown and CDC continues to support the residents and local business during this time. I received a number of calls from concerned residents who flagged that there seemed to be a delay in getting vaccinations. This seemed to be a Chichester wide issue and the CEO at CDC was brilliant in getting this resolved and the first vaccinations started on Friday 8<sup>th</sup> January – including my father who was delighted that the risk of living with me is reducing

## Update on COVID Grants

The COVID-19 Recovery Grants scheme was launched on the 20 August 2020. CDC have so far received a total of 77 applications for the large business grant. A total of 51 applications have been successful which totals a grant amount of £172,028.09. Fourteen applications have successfully passed through the first two stages of checking and will be going to panel. If all these are successful then the total grant amount will be £46,575.51. CDC have received 132 applications for the small business grant. A total of 81 businesses have already received their small grant which totals £68,404.92. CDC have 28 applications ready to be signed off, totalling a grant amount of £20,712.47. It has been really encouraging to see the Council's COVID-19 Recovery Grant being awarded across a broad range of businesses, right across the District From small grants towards the additional expense of implementing and operating COVID-19-safe shopping premises, to larger grants being awarded towards the costs for investing in additional facilities to attract new or extend services to existing customers - the grant really has made a difference. Feedback from the businesses who have been awarded the grants has been very

positive and without exception they really appreciate the extra support being made available to them from the Council. Please note that the recently launched Local Restrictions Grants are the government-funded grants and entirely separate to the Chichester District Council-funded COVID-19 Recovery Grants. The Additional Grants Scheme is a discretionary scheme using government funding. Further information on both these schemes can be found at <https://www.chichester.gov.uk/businessratesnovember2020>

### **Test and Trace New package to support self-isolation update**

Since 12 October 2020 the Council has been administering the Test and Trace Support Scheme to eligible residents. average 27% of all applications made across West Sussex have been successful meaning that a resident has received a £500 support payment covering their period of self-isolation. This scheme is currently running up to 31 January 2021 pending a further review by central government.

### **Southern Water**

In my last address I reported that the CEO had written to OFWAT as a response to a motion put forward by my group at the last full council meeting. The CEO received a response to this on 22<sup>nd</sup> December 2020 in the form of what is essentially a holding email. Within this letter they stated *“we are aware of the widespread concern in the Chichester area about this company. I recently met with Gillian Keegan MP to discuss the company, the performance improvements and the investment that we expect it to make in the area”*. They also confirmed they would reply to the letter more fully in the New Year.

### **Census**

I reported at the last meeting that the census is due to take place on 21<sup>st</sup> March 2021. I do not yet know if this will be delayed as a consequence of the National Lockdown

### **Green Homes Grant**

CDC have successfully bid for government COVID-19 green recovery programme money to reduce fuel poverty and reduce greenhouse gas emissions from homes in the district. Green Homes Grant Local Authority Delivery Phase 1A will fund improvements to homes that are Energy Performance Certificate rated E, F or G and where household income is below £30K pa. See [www.warmerhomes.org.uk](http://www.warmerhomes.org.uk) for details of the local implementation. If a household is not eligible, they can contact the CDC's Wellbeing Home Energy Advisor Jo Williamson who may be able to find another scheme for which they are eligible.

### **Draft Contaminated Land Strategy for Consultation**

The Clerk at Kirdford contacted me to raise a concern that Lagoon 3 was omitted from this document. She has since written to Simon Ballard who has informed the Parish

*“Thank you for your response to our consultation on the revised Contaminated Land Strategy. The reference to ‘Part 2A Inspections’ at Appendix 1 in the draft document has a specific meaning as set out within the statutory guidance for the regime.*

*CDC is continuing to consider the matter of lagoon 3 at Crouchlands and both the Councils Planning Enforcement and the Environment Agency have more appropriate enforcement regimes underway. We are working with all partner agencies to bring a resolution to the issue and are highly aware of its importance to your parish and local community.”*

### **Billingshurst Waste and recycling Centre**

A quote from a Horsham District councillor was published in the County Times last week regarding the potential closure of this centre. As a number of residents have contacted me concerned about this, I have investigated the validity of this claim and I have liaised with our County Councillor. I understand that this has been reviewed and there is a plan to remove Waste and Recycling centres from the list of cuts but this will be voted on and confirmed at the next WSCC Full Council Meeting.

### Loxwood Claypit

The campaign group I am supporting remain very active and are working hard to build a good case to fight this application. It is attracting widespread interest and is being supported by a wide range of people include Mike Rutherford who kindly recorded a short film in support of this campaign. The final Webinar was hosted by Protreat on the 15<sup>th</sup> December. We await the planning application to go in.

### Hyde Housing

At the last full council meeting in November, I raised the issue residents in the ward who are tenants of Hyde Housing had had in reporting and getting issues resolved with Hyde Housing. CDC have now updated the complaints procedure following changes in the staffing structure. I have followed up with those residents who had had issues and am pleased that their issues are beginning to get resolved. However, with lockdown being in place some work may be delayed as a consequence of national restrictions.

### 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 / 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!

The next full Council meeting is Tuesday 19<sup>th</sup> January at 2pm

Finally, I would like to wish the Parish Council a very successful New Year.

Cllr Colling asked that there be better communication concerning the rollout of the Vaccination and as to how those with no car will be able to obtain their vaccination in Pulborough. **ACTION**

**GE**

07/2021 Report from West Sussex County Councillor – Cllr. Janet Duncton spoke concerning the children's services which are slowly improving Fire and Rescue service all up to date following improvement measures. Budgets are being looked at and some savings have to be made although not on adult services.

08/2021 APPENDIX 2 Project Grant Request Documentation Review. At the last meeting it was decided to review the application form to make sure the form was fit for purpose. Cllr Agar to make requirement for 3 quotes and contribution towards project from applicant mandatory subject to justification if not possible. **ACTION CA**

09/2021 APPENDIX 3 LGCI Land Use Agreement for Jubilee Gardens. The Parish Council RESOLVED to renew the agreement from 13<sup>th</sup> January 2021 for 10 years with the same get out clause of 6 months. Loxwood PC is the legal owner and the deeds are to be searched for at North

Hall. ACTION Clerk Cllr Colling to update the document which will be ratified at the next meeting.  
ACTION TC

10/2021 Accounts for payment- The months payments £7555.35 were approved.

11/2021 Updates and items for discussion: -

a) Highway/Roads and Traffic/ Noise Calming.

Cllr Agar had spoken to WSCC Officer M Dare who has emailed an update. The primary function of traffic calming is to reduce speed and improve safety. B2133 is a main distributor route and as such classified more like an A than B road. Physical calming is therefore difficult and any calming proposed has to be evidenced based and soft in nature such as markings on the road. Strategic rough coloured surfaces, fake raised surfaces. Cycle tracks ruled out as well as road narrowing. He suggested a traffic consultant to find out what might be possible. Should sufficient evidence come forward we may be able to justify a pedestrian crossing at Nursery Green in the future.

The Parish Council discussed the possibility of using a transport consultant who could also investigate the possibility of obtaining a pedestrian crossing.

Cllr Colling agreed a transport consultant would be useful. Cllr Colling had tried to contact Thakeham Homes re their ideas for soft traffic calming but had not yet been successful.

Cllr Colling to check whether there is a planning condition for this.

The Clerk was asked to obtain three quotes for a Traffic Consultant. ACTION Clerk/ CA  
Noise Calming – The Police are very much in control of this as they have to handle the noise meters. The Wisborough Green Group is to be contacted to see if there is anything a Volunteer Group could do to progress matters.

b) Drainage/Flooding:

- APPENDIX 4 Overview of Loxwood Stream Improvement Survey and discussion as to why forward.

Two main factors- Highways Culvert enlargement and works on private property. Costings are very high. Public works £500,000. Works on private property £250,000 plus £100,000 for project management although this could be higher. Cllr Kelsey had queried if this was rightly a project the Parish Council should handle and fund either partly or wholly. Effects may be marginal anyway in some areas and only a very small number of residents will benefit. NS had thought Operation Watershed or the Environment Agency might fund the work but he realises now they will not. There are also some adverse comments from residents' willingness to carry out works on their property. Cllr Colling agreed that the issue would require professional management due to the complexity of the issue and having realised some residents are unwilling to have any works carried out on their land proves the project is flawed. Cllr Colling queried how to communicate this to all flood affected residents.

Cllr Agar realised the work couldn't be carried out unless all land owners were in agreement.

The Parish Council RESOLVED that the Riparian Owners be written to advise them of the situation as to the Parish Council not progressing the project under the current circumstances.

Whether WSCC would be prepared to enlarge culverts in isolation as other works were not going ahead was an unanswered question.

The Parish Council RESOLVED to write to WSCC Kevin McKnay regarding this. The Station Rd culvert had been reported as a safety issue to WSCC this will marginally help the problem in Burley Close. Oak Grove will not improve. **ACTION Clerk**  
Cllr Kelsey to redraft a letter to Riparian Owners who had suffered flooding in the past explaining the situation and to offer a meeting with the Parish Council.

**ACTION Cllr Kelsey**

Cllr Kelsey thanked NS for all the work he had undertaken on behalf of the residents.

- APPENDIX 5 Reply from CDC Re letter regarding drains and ditches. CDC had not appreciated the ditch problem at the Blackhall site as to the ongoing ditch maintenance. All new developments will have to rely on ditches that have to be maintained for which there is no agreement. CDC have responsibility for flooding on non- main river courses and so they will be responsible for this.
- c) Pallinghurst Wood – Clay Pit Proposal. Cllr Kelsey had attended meetings of Stop the Clay Pit Group. The Parish Council had engaged a Consultant to comment on a Planning application by Protreat, Janet Ashton.  
CDC Tree Officer had been approached about the West of Pallinghurst Wood for TPOs. The Planning application is awaited.
- d) School. Cllr Newman reported that the teachers are working hard with the COVID-19 regime.
- e) Neighbourhood Plan. The NP has been submitted and has been with CDC for a month. CDC have not given us a date for when the HRA screening will be completed. It appears the HRA for the whole Local Plan will need to be finalised before the Loxwood NP could be progressed. ECOSA have quoted £1000 for the HRA screening.  
The Parish Council RESOLVED to write to CDC formally asking for a date by which the Screening will be complete and if this is not forthcoming to employ ECOSA to do the screening. **ACTION Cllr Colling/Clerk**
- f) North Hall. Cllr Newman had been looking into resurfacing of the North Hall Playground. Costs range from £20k to approx. £47,700. Bonded mulch and wet pour. Bonded mulch being the cheaper option as it is easier to lay. Still progressing. Bonded mulch guaranteed for five years. Wet pour for about the same time depending on the substrate.  
North Hall Trustee advised grants obtain and finances under control. Clerk to ask Trustee to advise of social distancing requirement for the playground under Tier 5. **ACTION Clerk**

12/2021 Newsletter articles. COVID-19 grants; Dog fouling and lack of support from CDC re emptying bins; register interest for full fibre broadband; LGCI extension of lease.

13/2021 Date of the next scheduled meeting: Parish Council Meeting Monday 1<sup>st</sup> February 2020.

14/2021 Meeting Closed to the public

15/2021 Following the RESOLUTION of the Parish Council under minute reference 20/186 *The Parish Council RESOLVED to approve to increase the Clerks hours to 20 hours a week to be reviewed after three months at the January meeting of the Parish Council.*

Update and discussion on this matter. The Parish Council RESOLVED to reconsider again in 6 months in July the Clerks contracted hours after an annual review in June and amend the contract at that time if necessary.

The meeting closed at 10.35pm