

MINUTES 5 JUNE 2006

LOXWOOD PARISH COUNCIL

An ordinary meeting of Loxwood Parish Council was held at 7.30 pm on Monday 5 June 2006 in St John the Baptist Church Room, Loxwood.

Present: John Andrews (Chairman), Mary Ringrose, Chris Kershaw, Jez Mumford, Tim Spence, David Townsend.

Also in attendance: Peter Evans (Parish Clerk), 3 members of the public.

The Chairman opened the meeting and welcomed everyone.

92/06 APOLOGIES FOR ABSENCE AND RESIGNATIONS FROM THE COUNCIL

Priscilla Phillips (Vice-Chairman), County Councillor Peter Moffatt, District Councillors Dr Paul Mackey and Brian Hooton.

Members noted with regret that Steve Hawker and Roy Setterfield had both resigned from the Council. The Clerk described the procedure for filling the vacancies.

ADJOURNMENT: QUESTIONS FROM MEMBERS OF THE PUBLIC

It was then proposed by Jez Mumford, seconded by Mary Ringrose and agreed to adjourn the meeting.

Len Milsom asked if information gathered as a result of the recent Village survey could be made available, as Tony Colling had previously requested. The Chairman said a spreadsheet of questionnaire responses would be available when a sample check had been carried out on the input and spreadsheet formulae. The matter was to be covered in more detail under the appropriate Agenda item.

93/06 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

Jez Mumford - occupier of property next door to The Gables, Pond Copse Lane (planning application **LX/06/1658/DOM**)

Chairman - occupier of property next door to Hall Hurst/House Farm site, wife an active member of Wey & Arun Canal Trust.

94/06 APPROVAL OF MINUTES OF PREVIOUS MEETINGS

It was proposed by Tim Spence, seconded by David Townsend and agreed that the minutes were a correct record of the Annual Parish Council meeting held on 2 May 2006. The Chairman signed the minutes.

The Chairman clarified minute **91/06** of the extraordinary Parish Council held on 9 May 2006. He had in fact said, "There was a **much stronger** emphasis on improving road safety", and had intended to say, "there was a slight preference for the **doctors' field**".

It was then proposed by Chris Kershaw, seconded by Tim Spence and agreed that the minutes were a correct record of the extraordinary meeting of the Parish Council held on 9 May 2006. The Chairman signed the minutes.

95/06 MATTERS ARISING FROM THE MINUTES

Annual Parish Meeting (minute 74/06(a), 2 May 2006): more than 30 people had attended the meeting, double the previous year's attendance. It was suggested that the Council consider holding future Annual Parish Meetings in April when the Chairman elected the previous May was still in office so that he/she could report on his/her year in office.

96/06 PLANNING MATTERS

(a) Members had **no objection** to the **latest planning applications** affecting the Parish:

LX/06/1623/DOM - Loxwood Cottage, Pigbush Lane - dormer window to shower room

LX/06/1658/DOM - The Gables, Pond Copse Lane - first floor extension

LX/06/0074/LBC - Lunns, Roundstreet Common - replacement of 5 windows to front elevation with oak windows.

LX/06/1492/FUL - Oakwood Farm, Drungewick Lane - demolition of existing stables and construction of new stable block, hay barn and manure bins

LX/06/1899/DOM - Bumble Cottage, Drungewick Lane - proposed two-storey extension

LX/06/1988/DOM - Copse Side, Pound Close - erection of conservatory and extension

(b) Members noted the latest **planning decisions**:

LX/06/0167/DOM - 11 Nicholsfield - erection of wooden summer house - **PERMITTED**

LX/06/0776/FUL - Headfoldswood Farm, Plaistow Road - mobile home for agricultural worker - **APPLICATION WITHDRAWN**

LX/06/0941/FUL - Loxwood lock, Wey & Arun Canal east of High Street - new pedestrian access over one end of Loxwood lock on the Wey & Arun Canal in place of proposed painted wooden bridge (planning application LX/04/4290/FUL refers) - **PERMITTED**

The Chairman felt that the appearance of the bridge now proposed might be out of keeping. It was proposed by Tim Spence, seconded by David Townsend and agreed that the Chairman raise the matter with Peter Foulger from the Canal Trust.

LX/06/0956/DOM - Oakhurst Farm Cottage, Oakhurst Lane - side extension forming 2 bedrooms and enlarged kitchen - **REFUSED** - would be detrimental to the character and appearance of this listed building

LX/06/1227/DOM - Grantley House, Spy Lane - single storey porch - **PERMITTED**

LX/06/1234/DOM - 2 Fritchfold Villas, Vicarage Hill - hall extension to side of porch - **PERMITTED**

97/06 PARISH COUNCIL SURVEY AND COMMENTS ON LDF

(a) **Responses to the Village survey:** the Chairman spoke about the response and the small number of minor errors and misunderstandings, which appeared to have arisen. Members agreed the Chairman's proposal to discuss with the District Council's Rural Housing Enabler the interpretation of the response to the affordable housing questionnaire.

The Chairman reported the **principal results of the survey**:

- a slight preference for development on the Hall Hurst/House Farm site rather than on the site north of Little Garton and Garton House
- a wish for regeneration of the Hall Hurst/House Farm site
- a strong demand for off-street parking
- demand for green space
- no eagerness for new development
- most existing development thought to be in keeping
- less than a third of respondents had children at the local School currently or in the past
- preferences for a new School site (in descending order) were the field adjacent to the surgery, the conifer nursery, Spy Lane and North Hall
- a majority favoured refurbishment/rebuilding of the North Hall but were reluctant to finance it
- lots in favour of a pedestrian crossing in the Village centre
- 80% of respondents wanted traffic calming
- affordable housing should remain in the public sector.

Following the Chairman's report it was proposed by Jez Mumford, seconded by Chris Kershaw and agreed to adjourn the meeting.

Tony Colling, a co-opted member of the Council's Major Development and Infrastructure Advisory sub-Committee, said the Loxwood Society wished to have sight of the survey response to assist in the preparation of its comments on the LDF.

The Chairman replied that he had no authority to make the results available, that data input and spreadsheet formulae had yet to be audited, and that the results would be reported at a later extraordinary meeting of the Parish Council. The results of previous surveys had not been disclosed in the form now requested and it was agreed that caution was necessary to prevent developers gaining access to survey data. Mary Ringrose confirmed that data collected as part of other Parish Council surveys had not been made available to outside bodies or individuals.

Tony clarified that he did not wish to see individual questionnaire responses. He merely wished to be given a copy of a numerical summary of responses, without any manipulation or editorial comment. The Chairman said the point would be considered in due course when an audit of data input and spreadsheet formula had been audited. Data could not be released before then, and an extraordinary Parish Council was scheduled for 14 June.

Tony Colling asked again for clarification of what survey data would be available. Would it be in straightforward numerical form or subject to prior interpretation and opinion?

After further discussion, the meeting was reconvened. It was then proposed by Jez Mumford, seconded by Chris Kershaw and agreed by 5 votes to 1 that, at the earliest possible time, the Parish Council would release the full survey data in its entirety, without comment or opinion on it, to the Loxwood Society and to other local organisations and individuals as requested.

(b) Parish Council's response to the latest LDF proposals: Members noted the timetable for submitting responses on the LDF to the District Council. It was proposed by Jez Mumford, seconded by Tim Spence and agreed unanimously that the Major Development and Infrastructure Advisory sub-Committee meet on Monday 12 June to recommend the Council's response: that an extraordinary meeting of the Parish Council be held on Tuesday 13 June to consider and discuss the recommended response; and that a further an extraordinary meeting of the Parish Council be held on Wednesday 14 June to present the Council's response to local residents

After consideration of this item Jez Mumford left the meeting at 9 pm.

98/06 VILLAGE COMMUNICATIONS

(a) Website Working Group: the website was up and running, and Parish Council minutes and agendas would soon be available. The Webmaster had requested some funding for the website and Chris Kershaw, the Parish Council's representative, had asked for further details.

(b) Communication between the Village and Parish Council: noting that production of a newsletter was one of the criteria for obtaining Quality Council status, the Chairman suggested that the Council include a quarterly report in the Parish Magazine. Tim Spence agreed to consider the matter further and the Clerk would look into the Quality Council scheme.

99/06 FINANCIAL MATTERS

(a) Parish Council payments and finances: Members noted the Parish Council's payments and receipts in May 2006, and the current balances. It was proposed by the Chairman, seconded by Chris Kershaw and agreed to approve the list of payments totalling £2,005.67.

(b) Transfer of funds: it was proposed by the Chairman, seconded by Mary Ringrose and agreed to transfer £4,000 from the Council's current account to its reserve account.

(c) Authorised cheque signatories: it was proposed by Tim Spence, seconded by David Townsend and agreed that all Members of the Parish Council be authorised to sign Parish Council cheques.

(d) Public liability insurance cover: Members noted that half of the comparable parish councils contacted by the Clerk had either raised their public liability cover to £10m or were considering doing so. It was proposed by Tim Spence, seconded by David Townsend and agreed to raise the Council's cover to £10m. The additional premium was in the order of £60.

(e) Chairman's Allowance 2006/7: the Chairman said he would not take his allowance in the form of a monthly lump sum but would periodically request reimbursement of necessary expenses on production of invoices and claims.

100/06 CORRESPONDENCE

Members noted correspondence received since the previous meeting, details of which had been circulated previously.

Parish Councillors and members of the public were invited to attend a meeting of the County Local Committee at Northchapel on Tuesday 6 June.

101/06 NORTH HALL

(a) Appointment of Parish Council representative to Management Committee: following Roy Setterfield's resignation from the Parish Council it was agreed to ask Priscilla Phillips if she were prepared to act as the Council's representative on the Management Committee.

(b) Parish Council office: the Chairman noted the need for a permanent Parish Council office given the volume of files and paperwork, and the need to accommodate large items of office equipment.

It was proposed by Chris Kershaw, seconded by David Townsend and agreed to adjourn the meeting.

Ron Davis, North Hall Secretary, said the upstairs room at the Hall could be considered for letting to the Council. He would raise the matter with the Management Committee at its meeting later in the month.

After the meeting was reconvened, it was proposed by Chris Kershaw, seconded by Mary Ringrose and agreed that Priscilla Phillips and the Clerk should begin negotiations with the Management Committee.

102/06 YOUTH CLUB

Appointment of Parish Council representative to Youth Club Committee: it was agreed that Chris Kershaw should act as the Council's representative on the Youth Club Committee.

103/06 RECREATION GROUNDS, HEDGES, TREES, OPEN SPACES

(a) Parish Council trees: Mary Ringrose confirmed that the Parish Council had planted trees in Nicholsfield and Badgers Way, and by the Chapel, having been granted the appropriate licences by the County Council. The Chairman would speak to Roy Setterfield who had offered to inspect the trees. It was agreed to place the item on the Agenda for the September meeting of the Parish Council.

Chris Kershaw suggested that the Parish Council try to recruit Tree Wardens by advertising on the website. The Clerk would provide details of Tree Wardens' responsibilities.

(b) Other matters: the Chairman reported several sites where overgrown boundary hedges obstructed pavements - in Station Road, outside Little Garton on the B2133, and the hedge around the pond at the junction of Station Road and the B2133. Chris Kershaw reported that the footpath from Farm Close to the B2133 was overgrown. It was agreed to ask the County Council to attend to the problems.

104/06 COUNCILLORS' ATTENDANCE AT MEETINGS AND SEMINARS

(a) Attendance reports: Mary Ringrose had attended a public meeting of the Sussex Police Authority in Chichester. Papers from the meeting were available for interested Members.

The Clerk had attended a meeting of the Society of Local Council Clerks. A public hearing of an alleged breach of the Code of Conduct, involving a member of a parish council in another district, would be held shortly. The recent Cabinet reshuffle had cast doubt over the imminence of further local government reorganisation.

(b) Members' and Officers' training requirements: it was agreed to defer the item to a future Parish Council meeting.

105/06 MEMBERS' QUESTIONS AND INFORMATION

(a) Highways matters: Mary Ringrose said that "Slow down" markings needed to be put down in Station Road and the B2133. David Townsend said the sign at the end of Spy Lane warning of no road markings should be removed. The Chairman would pursue.

(b) Development affecting North Hall: Chris Kershaw emphasised the need to work closely with the North Hall Management Committee in view of the possibility of future development affecting the Hall. It was agreed to invite Hall representatives to attend the extraordinary Parish Council meeting on 14 June.

106/06 ITEMS FOR THE NEXT AGENDA

The Chairman spoke briefly about the procedures for drafting Agendas.

107/06 DATES OF FUTURE PARISH COUNCIL MEETINGS

(a) Extraordinary meetings of the Parish Council would be held on 13 June 2006 in St John the Baptist Church Room and on 14 June 2006 in the North Hall, following a meeting of the Major Development and Infrastructure Advisory sub-Committee on Monday 12 June 2006 in St John the Baptist Church Room.

(b) The next ordinary meeting of the Parish Council would be held on Thursday 6 July 2006. The Chairman suggested that the next Annual Parish Meeting should be held in April 2006.

(c) Members noted the dates of future Council meetings and other events in the municipal year 2006/7:

Parish Council meetings - normally held on the first Tuesday of the month, except August (no meeting). Thus the Council would meet on 5 September 2006, 3 October, 7 November, 5 December, 9 January 2007 (to avoid

having to meet the day after the New Year Bank Holiday), 6 February, 6 March, 3 April and 8 May, following the Parish Council elections on 3 May.

County Local Committee meetings would be held on 7 September 2006, 12 December, 6 March 2007.

Chichester District Council LDF Meeting with parishes was scheduled for Thursday 25 January 2007

There being no further business the Chairman thanked everyone for attending and closed the meeting at 10.35 pm.

MINUTES 13 JUNE 2006

LOXWOOD PARISH COUNCIL

An extraordinary meeting of Loxwood Parish Council was held at 7.30 pm on Tuesday 13 June 2006 in St John the Baptist Church Room, Loxwood.

Present: John Andrews (Chairman), Mary Ringrose, Chris Kershaw, Jez Mumford, Tim Spence.

Also in attendance: Peter Evans (Parish Clerk).

108/06 APOLOGIES FOR ABSENCE

Priscilla Phillips (Vice- Chairman), David Townsend.

109/06 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

John Andrews - occupier of property next door to Hall House/Hurst Farm site, wife an active member of Wey and Arun Canal Trust.

Mary Ringrose - member of Wey and Arun Canal Trust.

Chris Kershaw - occupier of property adjacent to possible development site north of Little Garton and Garton House, wife a member of North Hall Management Committee, daughter attends Loxwood School.

Jez Mumford - resident of Loxwood village.

Tim Spence - occupier of property opposite conifer nursery, children attend Loxwood School.

110/06 LOCAL DEVELOPMENT FRAMEWORK (LDF) PROPOSALS

The Chairman summarised the discussion at the Major Development and Infrastructure Advisory sub-Committee the previous evening. The meeting then considered the Council's responses to the LDF questionnaire, in a document drafted by the Chairman following the Committee meeting and tabled at the start of the Council meeting.

Question 1 - housing on urban potential land

Jez Mumford noted that the proposed land swap, involving land at Hall House/Hurst Farm and at North Hall, had not been included in the Village questionnaire. The Chairman said the proposal arose from a desire expressed in the responses to the questionnaire for better village hall facilities, accompanied by an unwillingness to pay for them.

Jez Mumford said that the District Council planners would be bound by SEERA/central government requirements on density of development, but the Chairman said there would be lower density in rural areas because recently identified sites in Chichester and Midhurst could be developed at higher densities.

Mary Ringrose asked if money was available to build affordable housing in the Village. The Chairman confirmed that the District Council planners had said that funds would be progressively available to 2018. The houses would be retained in the public sector and it was expected that the Parish Council would be consulted on prospective tenants/purchasers.

Jez Mumford thought it dangerous to quote a fixed sum as a suitable planning contribution for "Central Improvements" given that the project might not go ahead for 10 years and building costs might rise substantially. Agreed by all to amend the text.

Jez also questioned references to renovating the granary barn and threshing floor and provision of a new store. The Chairman said that the present Post Office Stores would not survive if Post Office facilities, and therefore the Postmaster's salary, were withdrawn.

It was agreed that planning contributions quoted for open market and affordable dwellings should be indexed to allow for inflation.

Jez thought the Council's second preference was not an option, and questioned where the necessary funding would come from. The text of the final paragraph ("In the event...") was unnecessarily wordy, and readers would need a barrister to interpret it.

Question 3 - affordable homes, density and dwelling sizes

It was agreed to amend the text to clarify that the Parish Council did not wish affordable housing to be concentrated on a single estate.

In **5b**, it was agreed to make use of the Sussex Enterprise Board, which offered advice and assistance to local businesses.

Question 6 - community facilities and infrastructure

Jez Mumford thought the comments on local shops inappropriate: the Council was praising local shops and facilities too highly. The Parish Council was not an advertising agency. The Chairman thought the Council should trumpet local successes, and Tim Spence thought it better to be positive than otherwise.

It was agreed to move the first paragraph (road safety) under section **6.A.3** to section **6.H.3**.

Jez suggested that the final paragraph under section **6.A.3** (part time store &c) be removed. Relying on volunteers to run a part-time store would not work. The Chairman wished to retain the paragraph, but was happy to revise the text if suitable amendments were suggested.

6.B It was agreed to investigate the feasibility of using current Midhurst transport facilities for taking some local residents to the Grange Centre in Midhurst.

6.H.3 It was agreed to add comments on road signage at Adversane crossroads, which the Parish Council had requested should be changed to direct through traffic to the A29/A281 instead of the B2133.

The Chairman had drafted additional comments for section **7 (Additional concerns)** about possible development at Dunsfold aerodrome.

At the close of the discussion it was proposed by Tim Spence and seconded by Chris Kershaw,

"That this document, together with the amendments discussed and agreed at this evening's meeting shall form the basis of the presentation to the Village at the extraordinary Parish Council meeting on 14 June, and of the Parish Council's comments to Chichester District Council on LDF II".

On being put to the vote there were 4 votes in favour with one abstention.

There being no further business the Chairman thanked everyone for attending and for their contribution to the Council's LDF response, and closed the meeting at 9.38 pm.

MINUTES 14 JUNE 2006

LOXWOOD PARISH COUNCIL

An extraordinary meeting of Loxwood Parish Council was held at 7.30 pm on Wednesday 14 June 2006 in the North Hall, Guildford Road, Loxwood.

Present: John Andrews (Chairman), Mary Ringrose, Chris Kershaw, Tim Spence, David Townsend.

Also in attendance: District Councillor Dr Paul Mackey, Peter Evans (Parish Clerk), 19 members of the public.

111/06 APOLOGIES FOR ABSENCE

Priscilla Phillips (Vice- Chairman), Jez Mumford.

112/06 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

John Andrews - occupier of property next door to Hall House/Hurst Farm site, wife an active member of Wey and Arun Canal Trust.

Mary Ringrose - School Governor, member of Wey and Arun Canal Trust.

Chris Kershaw - occupier of property adjacent to possible development site north of Little Garton and Garton House, wife a member of North Hall Management Committee, daughter attends Loxwood School.

Tim Spence - occupier of property opposite conifer nursery, children attend Loxwood School.

David Townsend - occupier of property backing onto existing School site.

113/06 LOCAL DEVELOPMENT FRAMEWORK (LDF) PROPOSALS

The Chairman described the LDF process and summarised the latest proposals for the Parish: namely, to build between 10 and 30 new dwellings in the existing "urban" area and 10 dwellings on greenfield sites, all in the period to 2018. Once the Parish Council had submitted comments, Parish Councillors wished to engage with the District Council's LDF team prior to the Planning Inspector's review, and to attend the public sessions of the Inspector's review.

The Parish Council opposed relocation of the School to the conifer nursery together with the additional development this would entail. Residents who wished to make their views known on the subject should contact Peter Moffat, our County Councillor.

There had been a 41% response to the recent Village questionnaire, the results of which had assisted the Parish Council in commenting on the LDF proposals. **The Chairman summarised the Council's response to the LDF proposals:**

- A maximum of 35 houses should be built to 2018 of which 15 should be reserved, should the School require funding from planning contributions
- North Hall needed either to be refurbished or rebuilt, and there was a need for more useable space within the Hall. The present Hall was thought to be in the wrong position for a village hall. It should be in a more central location. The Parish Council therefore proposed a land swap with the site at Hall House/Hurst Farm, the Hall being rebuilt at the latter site, with off road parking provided and a pedestrian crossing over the B2133. This might cost some £700,000, with £500,000 coming from planning contributions, £65,000 from the Parish precept and some grant aid. The scheme would entail the building of 7 open market houses on the field at the present North Hall site, each house making a planning contribution of £33,333: and 4 greenfield

affordable houses making a planning contribution of £20,000 each. A further 3 houses would be built in the existing built up area, contributing £100,000 to central improvements.

- Were the foregoing not possible, the Council supported the development of the site around North Hall to finance the Hall's refurbishment from the associated planning contributions. As a third preference, the Council would support development of 6 houses on that part of the Hall House/Hurst Farm site within the built up area, and renovation of the barn.
- The Council did not support development on the Hall House/Hurst Farm site outside the built up area, save for a new North Hall, or at Woolspinners, the conifer nursery and land site north of Little Garton and Garton House.
- The greenfield sites for 12 affordable houses should be adjacent to the Village.
- There should be no building on high ground and all new development should comply with the Village Design Statement recommendations.
- If a new School were to be built, it should be on a greenfield site with no associated housing. The existing school site should then be used for mixed development with green spaces and secure off road parking.
- The Council was prepared for the possible closure of the existing Post Office and aimed to protect local businesses.
- The Council hoped to encourage local tourism.

At the close of the Chairman's summary, it was proposed by Chris Kershaw, seconded by Mary Ringrose and agreed to adjourn the meeting for **members of the public to contribute to the discussion**.

- In response to a question the Chairman clarified that the Parish Council did not want any houses to be built on the Hall House/Hurst Farm site.
- Roy Setterfield said the Hall House/Hurst Farm site was smaller than the present North Hall site, and building a new hall at the former site would add to congestion. The present site offered accommodation for caravan rallies and a useful source of income for the North Hall Management Committee. Why not refurbish the existing building? Grants were available to fund the work. Chris Kershaw felt that, if North Hall remained on its present site, there would be housing development on that part of the Hall House/Hurst Farm site within the built up area. The Chairman said that no progress had been made in 3 years in obtaining adequate grants for refurbishment/replacement of North Hall.
- In response to a question Tim Spence said the owner of Spriggs Orchard had offered part of the site for expansion of the existing School. A member of the public noted that the orchard site was in fact smaller than shown on the Parish Council's plan, and prone to flooding. The Council's plan would be corrected.
- Howard Thomas had been concerned prior to the meeting at what he might hear, but he commended the Parish Council on its attempts to conserve the Village and on its initiative to manage limited development within the Village. He did not support any relocation of the School, and considered traffic congestion in the centre of the Village an effective means of traffic calming.
- Tony Colling thought the Parish Council's response had moved on somewhat from the discussion he had attended as a member of Major Development Committee meeting two days earlier. If 3 or 4 affordable houses were built at North Hall, where would the other 7 or 8 affordable houses be built? Furthermore, if 11 or 12 houses were built at North Hall, this would be below the recommended development density of 40 houses a hectare. In reply, the Chairman said the Council supported building a maximum of 12 affordable houses, with some on the North Hall field and most on greenfield sites around the Village. District Councillor Dr Paul Mackey offered to follow up the point on density.

- Tony went on to say that 40 houses a hectare was too high a density for Loxwood, and would not foster mixed development. The Village might have to accept higher density at North Hall in order to proceed with the proposed land swap with Hall House/Hurst Farm. Paul Mackey acknowledged that there was conflict between some planning policies, and the Parish Council needed to come up with a plan and a good reason for going against density recommendations.
- Richard Vause, Chairman of the School Governors, wished to make it clear that the School was not driving the process of relocation. The School's principal concern was to provide high quality education. If an opportunity arose for the School to benefit from future development, the School would of course wish to pursue it: but at present the School was a disinterested party. The Chairman thanked Richard for this clarification. Tony Colling said that Bewley Homes LDF proposals were to develop Hall House/Hurst Farm and the conifer nursery (including a new school) in a land swap deal involving development of the existing School site.
- Another member of the public asked about attempts to reduce the speed limit between Alfold and Loxwood. The Chairman said speed reduction and road safety was the number 1 topic at County Local Committee meetings. He encouraged residents to report matters of concern directly to the Police. The Chairman went on to speak about possible improvements to the A272 and effect on Loxwood, and attempts to encourage traffic to use the A29/A281 rather than the A272/B2133. Mary Ringrose suggested that the Parish Council remind County Highways of promises of action made some years ago but never acted upon.

There being no further business the Chairman thanked everyone who had attended the meeting, all those who had returned completed questionnaires, and Parish Councillors and Tony Colling for their work on the Major Development sub-Committee. The meeting closed at 9.30 pm.

*****Draft - subject to approval*****

LOXWOOD PARISH COUNCIL

A meeting of the Parish Council's Major Development and Infrastructure Advisory Committee, established under Council Standing Order no 50, was held at **7.30 pm on Monday 12 June 2006** in St John the Baptist Church Room, Loxwood.

Present: John Andrews, Tony Colling, Chris Kershaw, Tim Spence, David Townsend.

Also in attendance: Peter Evans (Parish Clerk), 2 members of the public.

MD40/06 ELECTION OF CHAIRMAN

It was proposed by Tim Spence, seconded by Chris Kershaw and agreed that John Andrews chair the meeting.

A permanent Chairman would be elected at the next meeting of the Committee.

MD41/06 ELECTION OF VICE-CHAIRMAN

It was proposed by Tim Spence, seconded by Chris Kershaw and agreed to defer the election of a Vice-Chairman until the next meeting of the Committee.

MD42/06 APOLOGIES FOR ABSENCE

Priscilla Phillips, Hugh Bland, Mark Knight.

MD43/06 DECLARATIONS OF INTEREST

The following Members declared personal interests at the start of the meeting:

John Andrews - occupier of property adjacent to Hall House/Hurst Farm

Tim Spence - occupier of property opposite the conifer nursery

David Townsend - occupier of property backing onto present site of Loxwood School.

Chris Kershaw - children attend Loxwood School, property close to possible development site north of Little Garton and Garton House, wife a member of North Hall Management Committee.

Tony Colling - occupier of a property in close proximity to field adjacent to surgery and to possible development site north of Little Garton and Garton House.

MD44/06 MINUTES OF PREVIOUS MEETING

It was proposed by David Townsend, seconded by Chris Kershaw and agreed that the minutes were a correct record of the meeting held on 20 March 2006. The Chairman signed the minutes.

MD45/06 VILLAGE SURVEY AND RECOMMENDATIONS FOR PARISH COUNCIL RESPONSE TO LDF PROPOSALS

The Chairman reported that he had met Austin Wade, the District Council's Rural Housing Enabler, to discuss provision of affordable housing in the Parish: and he and Tim Spence had met District Councillor Paul Mackey to take advice on the Parish Council's response to the LDF proposals. Paul hoped to attend the extraordinary Parish Council meeting on 14 June.

At the Chairman's suggestion the Committee considered the District Council's "Issues and Options" questionnaire in the following order, and recommended that the Parish Council respond as follows:

Question 6: Community facilities and infrastructure

- **Highways** - positives - well maintained roads. Negatives - road safety on the B2133 and Station Road, surfaces of footpaths and bridlepaths in poor repair, inadequate local public transport, heavy goods traffic through Village, parking in Village centre.
- **Education** - positives - good quality of education provided by local primary and secondary schools, good school transport. Negatives - primary school building inadequately maintained.
- **Electricity supply** - reasonable. Power cuts much less frequent than hitherto.
- **Primary care** - excellent, though short of physiotherapy and chiropody facilities.
- **Water supply** - inadequate, though improved.
- **Sewerage and drainage** - much private sewerage in the Village. Negatives - flooding problems persist in Burley Close, standing water on parts of B2133 caused by run off from fields after rain.
- **Open spaces, Sports and Recreation** - positives - local facilities exceptional for a Village this size (Sports Association and affiliated Clubs), Canal. Negatives - need for open spaces within Village developments, open spaces poorly protected in recent developments.
- **Community facilities** - positives - Post Office Stores, local shops, local pub. Negatives - North Hall poorly located and with poor access, inflexible space, in need of refurbishment/rebuilding.

Question 5: Tourist facilities

(a) Yes. Angel Hotel, North Street, Petworth.

(b) Yes. Promote facilities for walkers, cyclists, riders and visitors to the canal.

Question 4: Employment land

David Townsend declared an interest as neighbour of a business premises in Station Road.

After discussion it was agreed to leave the whole question blank.

Question 3: Affordable homes, density and dwelling sizes

- **Affordable homes** - the recent survey indicated a demand for 16 homes. The District Council's Rural Housing Enabler suggested that it would be more realistic to press for 12 units. A mix of rented and equity-sharing properties was desirable. The houses should remain available as affordable units in perpetuity.
- **Density** - between 15 and 25 units per hectare, to suit individual sites and neighbourhoods, to provide accommodation for people of all financial means. Reference would be made in the response to the Village Design Statement recommendations.
- **Dwelling sizes** - a mix of properties with 1 - 3 bedrooms, and adequate off road parking.

Question 2: Housing on greenfield land

(A) Greenfield land should be used for affordable housing only.

To be acceptable, housing development should blend in with the existing character of the Village and should not be detrimental to the appearance of the surrounding area.

Housing development should not be permitted on the higher ground around the Village (Village Design Statement recommendation), nor should it inhibit restoration of the Wey and Arun Canal.

(B) Development should be spread around the Village, where it would have less impact on the character of the local area. A mix of housing types, with wide affordability, was desirable.

Question 1: Housing on urban potential land

(A) The Committee favoured a land swap allowing development of the North Hall site and adjacent open space in exchange for construction of a new Village Hall and other community facilities on the Hall House/Hurst Farm site.

Failing that, some 9 or 10 houses could be built on the open space adjacent to North Hall, with some housing development and off-road parking on the Hall House/Hurst Farm site, to fund refurbishment or rebuilding of the North Hall.

If either suggestion were accepted, the site north of Garton House and Little Garton should be deleted from the LDF.

The Village would support provision of a new primary school if necessary, but the Parish Council would not support relocation to the conifer nursery site, where development would be visually intrusive. If the County Council required the school to move because the existing site was inadequate, the Village would support the move provided there was safe and easy access to the chosen site.

In any event the number of new houses built in the Parish during the currency of the LDF should not exceed 30.

(B) Not applicable.

Comments on the Submission Core Strategy - tests of "soundness"

As far as members were aware, the District Council had met the tests of "soundness" in developing the LDF, but there were problems with some of the areas mentioned in the questionnaire. The Chairman would draft a suitable note to accompany the questionnaire.

The meeting was then **adjourned** to permit a member of the public to address the Committee on possible School relocation.

There being no further business the Chairman thanked everyone for attending and closed the meeting at 10.45 pm.

Approved at a meeting of the Committee held on (date)

(Signed)

Chairman