

MINUTES 7 NOVEMBER 2006

LOXWOOD PARISH COUNCIL

An ordinary meeting of Loxwood Parish Council was held at 7.30 pm on Tuesday 7 November 2006 in St John the Baptist Church Room, Loxwood.

Present: John Andrews (Chairman), Mary Ringrose, Tim Spence.

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

The Chairman opened the meeting and welcomed everyone.

163/06 APOLOGIES FOR ABSENCE

Parish Councillors Priscilla Phillips (Vice-Chairman), Alison Sanderson, David Townsend, Charlie Whitmarsh.

District Councillors Brian Hooton and Paul Mackey, County Councillor Peter Moffatt.

The Clerk reported Jez Mumford's resignation. No election had been demanded and advertisements for candidates for co-option had been displayed. It was hoped that the vacancy would be filled at the December Parish Council meeting.

ADJOURNMENT:

- QUESTIONS FROM MEMBERS OF THE PUBLIC

A question was raised about parking in Spy Lane. It was agreed that the Chairman should speak to those concerned and the Clerk would raise the matter with County Highways (*The Chairman declared an interest as he was at present employing the contractor who habitually parked on the site in question in Spy Lane*).

- COUNTY AND DISTRICT COUNCILLORS' REPORTS

In the absence of the County and District Councillors no reports were presented. The Chairman noted receipt from the County Local Committee of a paper on street scene in West Sussex, on which parish councils were invited to comment.

164/06 CO-OPTION OF NEW PARISH COUNCILLOR

It was proposed by Mary Ringrose, seconded by Tim Spence and agreed unanimously that Peter Winney be co-opted to the Council. Peter signed his Declaration of Acceptance of Office and joined the meeting.

165/06 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

Tim Spence declared interests as occupier of property opposite the conifer nursery and as the parent of children attending Loxwood School.

Mary Ringrose declared an interest as WI representative on the North Hall Management Committee

166/06 APPROVAL OF MINUTES OF PREVIOUS MEETINGS

It was proposed by Mary Ringrose, seconded by the Chairman and agreed to make the following amendments to the minutes:

Minute **150/06** – should refer to land abutting Hall Hurst Farm, not North Hall: and

Minute **156/06** – should record that North Hall Management Committee had been given a grant from the proceeds of the Churches' Village Fête, which would be used to buy new tables and chairs.

These amendments made, it was proposed by Mary Ringrose, seconded by the Chairman and agreed that the minutes were a correct record of the ordinary Parish Council meeting held on 3 October 2006. The Chairman then signed the minutes.

In addition Priscilla Phillips had advised the Clerk that she wished to clarify a point from the minutes of the meeting on 20 September 2006 of Parish Council representatives and North Hall Management Committee. Her idea of redevelopment of the Hall Hurst Farm site was not residential development, but provision of new facilities such as a village playground, new public seats, etc. (*item 3, paragraph 2, of those minutes refers*).

167/06 MATTERS ARISING FROM THE MINUTES

(a) LDF (minute 152/06(a)): the Chairman reported arrangements for the forthcoming public examination and the District Council's timetable for publication of details of possible development sites and consultation thereon. The Chairman and at least one other Member would attend the public examination on behalf of the Parish Council.

(b) Traffic and road safety (minute 152/06(b)): Tim Spence circulated details of his latest traffic count in the Village and reported his discussions with the Traffic Police. There had been insufficient reported traffic accidents to warrant installing speed cameras in the Village but the Parish Council might suggest providing more 30 mph repeater signs and request periodic use of the mobile speed indicator device (SID).

It was agreed that the Chairman should speak to the Canal Trust Project Manager about providing advance warning of the temporary traffic lights at the Onslow Arms.

Peter Winney reported overgrown hedges obstructing the footway at several locations. He would mark up a Village map to show the offending hedges and the Clerk would raise the matter with County Highways.

(c) Rights of way (minute 152/06(c)): the Clerk reported that Alison Sanderson had been in contact with the County Councils Access Ranger. As far as was known, all issues relating to maintenance of the Parish rights of way had been resolved.

168/06 PARISH NEWSLETTER

Members welcomed Messrs Wests proposals for producing a quarterly Loxwood Parish Newsletter, in the same format as those produced for other parish councils and on the same terms. The only cost to the Parish Council would be address labels, obtainable from the District Council at £50 a set.

After discussion it was proposed by Tim Spence, seconded by Peter Winney and agreed to pursue the project subject to assurances about copyright and editorial control of material provided by the Parish Council, and about unauthorised disclosure of the list of residents' addresses. Members also asked what control, if any, they might have over the layout and appearance of the newsletter, and over the choice of paper and print colour.

169/06 PLANNING MATTERS

(a) Members considered and commented on the following new applications affecting the Parish:

LX/06/4301/DOM & 4302/LBC – The Gatehouse, Plaistow Road – erection of a single storey rear hardwood conservatory

Parish Council – no objection provided all materials and finishes are in keeping with the original building.

LX/06/4395/FUL – Holmbushes, Roundstreet Common – construction of a 20m x 40m riding arena comprising land drains, stone base, silica sand and equestrian rubber surface, post and rail fence, 5-bar gate

Parish Council – no objection provide conditions are attached restricting use of the riding arena. Access to the site is from a busy stretch of road where high vehicle speeds are the norm. To reduce potential road safety hazards caused by large vehicles entering and leaving the site, the Parish Council asks that private, domestic use only is permitted and that any commercial or business use is specifically excluded. To protect local amenities, floodlights should not be permitted.

LX/06/04573/DOM – River View, High Street – erection of new garage, demolition of existing garage

Parish Council – no objection, though it is noted that work appears to be in progress already. If so, the Parish Council asks that all work cease until Planning Officers have inspected the site and determined the application.

LX/06/04962/CMA – Loxwood wastewater treatment works, Brewhurst Lane – development/refurbishment of existing wastewater works and extension onto adjacent arable field. Construction of motor control kiosk housing electrical equipment. New biological filter. Extension of on-site access road to give access to extended works. Site fencing.

Parish Council – no objection provided that (i) there is minimal loss of trees and other vegetation as a result of the development, and that the Tree Officer's agreement is obtained before any trees and other vegetation are removed; (ii) the amenities of nearby residents are protected by conditions controlling hours of working, burning on site, access for contractors' vehicles to and from Brewhurst Lane, wheel washing and road sweeping, and parking in and around Brewhurst Lane.

LX/06/4880/FUL – Holmbushes, Roundstreet Common - new hard tennis court (34 X 17m) with painted macadam surface. PVC coated chainlink fencing enclosure 2.75m high.

Parish Council – no objection.

(b) Members noted the following District Council decisions:

LX/06/2719/FUL – Church Cottage, Station Road – proposed demolition of existing garage and erection of new detached 4-bedroom dwelling with associated access, garage and parking together with replacement garage and parking for Church Cottage

Amended plans PERMITTED (*see “Appeals Determined” below*)

(Mary Ringrose declared an interest in the application)

LX/06/2975/DOM - Woodvale, Spy Lane – porch to enclose the front entrance
PERMITTED

LX/06/3474/CPO - Loxwood Primary School, Nicholsfield - erection of a temporary classroom with accompanying services

PERMITTED

LX/06/3482/DOM - Flat 2, Linden House, Guildford Road - new conservatory
PERMITTED

LX/06/3636/DOM - land to rear (east) of Lindene Gate and Newhaven, Guildford Road - 2 no. detached chalet bungalows

REFUSED – would be out of keeping with existing development, would set a precedent, additional vehicular activity would be unneighbourly, flooding risk assessment not carried out.

LX/06/3646/LBC - Lunns, Roundstreet Common - replacement of windows on north and rear elevations with oak windows

PERMITTED

LX/06/3745/DOM - The Coach House, Pigbush Lane - construction of 2 no. rear wings (2-storey) and conversion of existing roof space to habitable with associated dormers to front and rear elevations together with alterations to existing internal layout of house

PERMITTED

LX/06/3834/DOM – Brewhurst House, Brewhurst Lane – single storey rear extension.

PERMITTED

LX/06/3835/LBC - Brewhurst House, Brewhurst Lane – single storey rear extension to an existing kitchen which is located in a 20th century extension to the grade 2 listed house, plus internal reordering of adjacent laundry/toilet. Metal chimney to be replaced in brick. Doorway to old house. New toilet window

PERMITTED

LX/06/3838/DOM - The Black Barn, Loxwood Place - conversion of existing outbuildings to form ancillary accommodation to main dwelling house

PERMITTED - subject to conditions that the converted outbuildings shall be occupied solely for purposes ancillary to use of The Black Barn, and shall not be used as a separate unit of accommodation.

LX/06/3920/DOM – Elm View, Guildford Road – demolition and reconstruction of an extension

PERMITTED

One appeal was determined:

LX/05/4668/FUL – Church Cottage, Station Road – demolition of existing garage and erection of 1 no. detached dwelling with associated access, garage and parking, together with replacement garage and parking for Church Cottage.

APPEAL WITHDRAWN (*following approval of application LX/06/2719/FUL*)

The Clerk was asked to enquire what planning permission had been granted for the Flower Shop in the Village.

170/06 FINANCIAL MATTERS

(a) Parish Council payments and finances: Members noted the Parish Council's payments and receipts in October 2006, and the current balances. It was proposed by Mary Ringrose, seconded by Tim Spence and agreed to approve the list of payments totalling **£1,479.42**.

(b) Parish Council Budget Working Group: the Chairman recalled how useful the Working Group had proved in drafting the 2006/7 budget. He, Tim Spence and Peter Winney offered to serve on the Working Group to draw up the 2007/8 budget. It was agreed to ask Priscilla Phillips, Vice-Chairman, and David Townsend to join the Group. The Chairman would circulate a note of suitable dates for the Group to meet.

(c) Grant request by Alfold and Loxwood Churches: it was proposed by Tim Spence, seconded by Peter Winney and agreed to contribute £275 towards the cost of producing the Church magazine

171/06 CORRESPONDENCE

The Clerk reminded Members of the importance of the **latest Standards Board newsletter**, and encouraged them to retain the papers with their Code of Conduct.

Members noted the **invitation from the Wey and Arun Canal Trust to an informal get-together** with members of the Trust to hear about their future plans. It was proposed by Peter Winney, seconded by Mary Ringrose and agreed to suggest getting together on the evening of 13 December in the Church Room. (*The Chairman declared an interest, as his wife is an active member of the Trust and Mary Ringrose declared an interest as a member of the Trust*).

The **2005/6 audit had been completed** and an unqualified certificate issued on the accounts. The Clerk would publish the requisite statements on the notice board.

172/06 NORTH HALL

(a) Management Committee: Mary Ringrose drew attention to an item in the County Council's newsletter about lottery funding for work to public buildings.

(b) Parish Office: the licence for use of the room as a Parish Office had been agreed and signed by both parties.

173/06 YOUTH CLUB

(a) Equipment storage: Members noted a letter from the Hall Management Committee to the Youth Club Committee about storage of equipment. It was recalled that, in the event of the Club being wound up, ownership of the equipment donated by the Parish Council would revert to the Council.

(b) Parish Council representative: it was agreed that it was unnecessary at present to appoint a Parish Council representative to the Youth Club committee.

(c) County Council Youth Co-ordinator: the Chairman had spoken to the Chairman of the Youth Club Committee about support and assistance available from the Youth Co-ordinator. It was agreed that the Chairman should pursue his activities on this front and report further to the Parish Council.

174/06 RECREATION GROUNDS, HEDGES, TREES, OPEN SPACES

(a) Playground repairs: it was proposed by Tim Spence, seconded by Mary Ringrose and agreed to accept a quotation of £1,084 from Playsafe Playgrounds for repairing the damaged play equipment and fencing.

Members noted a further quotation for refurbishing the play area and for laying a new safety surface, which would be considered by the Budget Working Group.

(b) County Council's Rights of Way Improvement Plan: the Chairman would pass the draft plan to David Townsend for review.

(c) Other matters: Members noted confirmation of the TPO on an oak tree at The Walled Garden.

The District Council's Tree Officer did not suggest putting TPO's on any trees at North Hall unless there was a threat to the trees. The Clerk would advise the North Hall Management Committee.

A minor diversion was to be made to footpath 811, which ran south from Oakhurst Farm.

The Clerk had reported the alleged enclosure of a small area of common land in Pigbush Lane.

175/06 COUNCILLORS' ATTENDANCE AT MEETINGS AND SEMINARS

(a) Councillors' attendance reports: the Chairman would attend a presentation at Midhurst by Martlet Homes on their affordable rural housing programme.

Mary Ringrose had attended a meeting on possible developments at Dunsfold Park. Details were available on www.dunsfoldpark.co.uk

(b) Members and Officers training requirements: Alison Sanderson had attended the recent SALC training weekend.

The Clerk had attended a Horsham District SLCC meeting and would circulate a note of matters of interest. SALC were holding a clerks' training day at the end of November.

176/06 MEMBERS' QUESTIONS AND INFORMATION

(a) Chairman's activities: the Chairman had reported blocked gullies in Station Road to County Highways for action.

(b) Other matters: Mary Ringrose reported a pothole in Skiff Lane. The Clerk would report to County Highways.

177/06 ITEMS FOR THE NEXT AGENDA

Peter Winney requested that an item on community transport be included on the agenda for the Parish Council meeting on 5 December.

178/06 DATES OF FUTURE PARISH COUNCIL MEETINGS

To note the proposed dates of ordinary meetings of the Parish Council - 5 December 2006, 9 January 2007, 6 February, 27 February, 3 April, 8 May (Annual Parish Council Meeting).

There being no further business the Chairman thanked everyone for attending and closed the meeting at 10.40 pm.

Approved at a meeting of the Parish Council held on (date) 5 December 2006

(Signed) John Andrews

Chairman