

Minutes 2 July 2007

TLOXWOOD PARISH COUNCIL

An ordinary meeting of Loxwood Parish Council was held at 7.30 pm on Monday 2 July 2007 in St John the Baptist Church Room, Loxwood.

Present: Parish Councillors David Townsend (Vice-Chairman), Mirus Kuszel, Jane Northam, Tim Spence, Scott Taylor and Howard Thomas.

Also in attendance: Peter Evans (Parish Clerk), 1 member of the public.

The Vice-Chairman opened the meeting and welcomed everyone.

96/07 APOLOGIES FOR ABSENCE

Parish Councillors Alison Sanderson (Chairman), Priscilla Phillips and Charlie Whitmarsh.

ADJOURNMENT: QUESTIONS FROM MEMBERS OF THE PUBLIC

No matters were raised.

97/07 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

(i) Declarations: the Vice-Chairman reminded Members that they might declare interests at any stage during the meeting if it became apparent that it was necessary to do so.

Members had all received copies of the May 2007 Standards Board Guide on the code of conduct and pocket guide

(ii) Register of interests: Members were reminded that any outstanding registers should be completed and sent to the Clerk as soon as possible.

98/07 APPROVAL OF MINUTES OF PREVIOUS MEETING

It was proposed by Howard Thomas, seconded by Mirus Kuszel and agreed that the minutes were a correct record of the ordinary Parish Council Meeting held on 4 June 2007. The Vice-Chairman signed the minutes.

99/07 MATTERS ARISING FROM THE MINUTES

(i) VIP Canal cruise (minute 86/07(ii)): the Chairman had written to thank the Secretary to the Canal Trust for an enjoyable evening cruise, and Members agreed to minute their thanks to the Trust.

(ii) Highways matters (minute 86/07(iv)): Tim Spence had spoken to the Police about netting HGV loads, and the Police and Department of Transport would take action.

Tim would also contact Tex Pemberton (County Council Cabinet Member for Highways and Transportation) about lorry routes. If proposals were made to downgrade the status of the A272, it was agreed that the Parish Council might support the move, which would reduce heavy goods traffic on local roads

(iii) Meeting with North Hall Management Committee (minute 83/07(ii)): the Vice-Chairman noted that some matters considered by the Council's Recreation & Leisure Working Group related to North Hall. It might therefore be useful for members of the Working Group to attend the proposed meeting with the Hall Management Committee. It was proposed by Howard Thomas, seconded by Tim Spence and agreed that the Chairman, Vice-Chairman, Priscilla Phillips, Tim Spence and Howard Thomas should represent the Parish Council at the proposed meeting. The Clerk would contact the Chairman of the Management Committee.

Members noted the Parish Council's interest in North Hall as custodian trustee, and regretted that the Council's records relating to the Hall and surrounding land were incomplete. It was agreed to approach the solicitor who had contacted the Council in August 2006 about another matter affecting the Hall, to ask if he might be able to help the Council investigate details of title, tenure, etc. It was also agreed to ask what records the County Archivist held relating to the Hall.

100/07 PLANNING MATTERS

(i) Planning applications: Members considered new planning applications affecting the Parish and made the following comments:

LX/07/01577/FUL - Mill House Farm, Drungewick Lane - Re-use existing redundant agricultural buildings to form livery stables with associated stores, workshop, change of use and alteration of existing two storey brick/stone built building for dwelling.

Parish Council – no objection provided County Highways are consulted on the proposal: Drungewick Lane is a narrow rural highway, and sightlines at its junction with the B2133 are inadequate.

LX/07/02690/FUL - Land At Crabfields Farm, Drungewick Lane - Outdoor riding arena for private dressage practice.

Parish Council – no objection provided County Highways are consulted on the proposal: Drungewick Lane is a narrow rural highway, and sightlines at its junction with the B2133 are inadequate.

Members also noted recent **determinations:**

LX/07/01551/DOM – Wayside, Pond Close - 2 no. additional high level windows, fixed (Variation of condition 3 of LX/06/00707/DOM).

PERMITTED

LX/07/01233/DOM - Beldhamland Farm, Skiff Lane - New link between house and barn (both in residential use)/alterations to window and door to form en-suite bedrooms.

REFUSED

LX/07/01234/LBC - Beldhamland Farm, Skiff Lane - New link between house and barn (both in residential use)/alterations to window and door to form en-suite bedroom.

REFUSED

LX/07/01722/LBC - Oakhurst Cottage, Oakhurst Lane - Demolition of conservatory and link building. Erection of single storey link providing new entrance and two storey extension providing new kitchen/breakfast area and bedroom and en-suite over. Internal alterations (*Listed building consent*).

WITHDRAWN

LX/07/01726/DOM - Oakhurst Cottage, Oakhurst Lane - Demolition of conservatory and link building and erection of single storey link building providing new entrance and two storey extension providing new kitchen/breakfast area, bedroom and en-suite over internal alterations.

WITHDRAWN

LX/07/01720/DOM - Oakhurst Farm, Oakhurst Lane - Residential extension comprising of a one and a half storey front extension and a two storey to the rear elevation.

PERMITTED

LX/07/01725/LBC - Oakhurst Farm, Oakhurst Lane - Extension comprising of a one and a half storey front extension and a two storey to the rear elevation (*Listed building consent*).

PERMITTED

LX/07/01970/DOM - Oakwood Farm, Drungewick Lane - Replacement Entrance Gates.
PERMITTED

LX/07/01784/DOM - 14 Loxwood Place Farm - Conservatory extension to side.
PERMITTED

LX/07/01867/DOM - 16 Plaistow Road - Single storey front, side and rear extension.
PERMITTED

LX/07/02205/DOM - Chapel Corner House, Station Road - Proposed first floor extension and alterations. Pitched roofs over existing flat roofs and construction of three bay garage and garden store.
PERMITTED

(ii) Local development framework (LDF): the District Council had withdrawn the Core Strategy following the Inspector's finding that it was unsound. The District Council would contact parishes in the Autumn, when they had decided on their course of action.

(iii) Dunsfold Park: Members noted the possibility of development not only at the airfield but also on the eastern side of the A281. Mirus Kuszel and Tim Spence agreed to maintain a watching brief on possible developments, and Howard Thomas would keep in touch with the Loxwood Society.

101/07 FINANCIAL MATTERS

(i) Financial Report: the report had been circulated prior to the meeting. Members noted the Parish Council's payments and receipts in June 2007, and summary transactions and account balances at 30 June.

It was proposed by Mirus Kuszel, seconded by Tim Spence and agreed to approve the total payments of **£2,614.50**.

(ii) Cheque signatories: the Vice-Chairman reminded Members that they should provide specimen signatures and ID for the revised bank mandate, if they had not already done so.

(iii) Election expenses: the District Council had asked for outstanding returns of Members' election expenses to be submitted as soon as possible. Where no expenses had been incurred, NIL returns were required.

102/07 CORRESPONDENCE

(i) Planning concern – The Ugly Brown Shed: the District Council Planning Department reported that part of the building was no longer in use as a taxi office. The breach of planning permission had therefore been resolved and no further action was necessary.

(ii) Changes to the planning system: Scott Taylor agreed to review the consultation document and circulate draft comments to all Members. The closing date for comments was 17 August.

(iii) Youth Club games equipment: Loxwood Primary School had written to thank the Council for the gift of the games equipment, following the closure of the Youth Club.

103/07 RECREATION GROUNDS, HEDGES, TREES, OPEN SPACES

(i) Untidy land in Station Road: the landowner had suggested that the Parish Council might wish to take over responsibility for maintaining the site. It was agreed to ask local contractors to quote for initial clearance and regular maintenance before considering the matter further.

(ii) Protection of Trees: the Clerk reported the District Council's response to the Parish Council's concerns about loss of trees (*minute 58/07(ii), Parish Council meeting 3 April 2007, refers*). The Clerk would copy the District Council's letter to all members.

(iii) Recreation & Leisure Working Group: it was proposed by Howard Thomas, seconded by Jane Northam and agreed to approve the Group's draft terms of reference, namely "To note the current provision of leisure and recreation facilities in the Parish: to consider what developments might be desirable, and how the Parish Council might help to facilitate these: and to make recommendations to the Parish Council accordingly."

The Vice-Chairman reported on the Group's initial meeting and the need to gather information about possible facilities in the Village. It was agreed that the Group should make informal enquiries about sites in the Village which might be available for recreational and leisure use.

(iv) Children's playground: the Vice-Chairman would study the RoSPA inspection report.

(v) Closure of right of way: bridleway 806, running westwards from the junction of Drungewick Lane with the B2133, would be closed for repairs for up to 6 months from 23 July.

104/07 TRAINING COURSES

Mirus Kuszel, Scott Taylor and David Townsend had recently attended SALC training courses for new councillors.

105/07 MEMBERS' QUESTIONS AND INFORMATION

(i) Village of the Year Competition: John Andrews had informed the Loxwood Society that he was willing to assist or lead an *ad hoc* team if it was decided to enter the 2008 competition.

The meeting was adjourned to allow Len Milsom (Loxwood Society) to speak.

Len said the Society was willing to help organise a Village entry if someone would lead the process. The Society was trying to get a team together and hoped that younger people would offer to assist. The team needed "doers" rather than "talkers".

The Vice-Chairman reconvened the meeting. He thanked Len and the Society for their interest, and wished them success. Howard Thomas offered his support, and it was proposed by Tim Spence, seconded by the Vice-Chairman and agreed that Howard should act as the Parish Council's representative for the Village of the Year Competition 2008, should an entry proceed.

(ii) Meetings: the Clerk had recently attended a meeting of the Society of Local Council Clerks and circulated a note of matters discussed. He would shortly attend a SALC Clerks' Networking Day.

Members were invited to attend a meeting of the Chichester District Association of Local Councils at the District Council's offices, East Pallant House, on 16 July.

(iii) Dog fouling: the Dog Warden had cleared the twitten between Spy Lane and the main road and put up new dog fouling notices

106/07 ITEMS FOR THE NEXT AGENDA

(i) North Hall: it was hoped that there would be something to report following the proposed meeting with the Management Committee.

(ii) Village Website: Howard Thomas asked that the Council discuss providing back-up for the Webmaster when he was on leave. He would provide a form of words for inclusion on the agenda.

The Clerk reminded Members that if they wished to place an item on the agenda for discussion by the Council, they should provide details at least 6 working days before the Parish Council meeting. This was necessary to meet the statutory timetable for publishing the agenda.

107/07 DATES OF FUTURE PARISH COUNCIL MEETINGS

Ordinary meetings of the Parish Council would generally be held on the first Monday of every month except August in the municipal year 2007/8, ie on 3 September, 1 October, 5 November, 3 December, 7 January 2008, 4 February, 3 March and 7 April.

The next ordinary Parish Council meeting would be held at 7.30 pm on Monday 3 September, the venue to be advised.

There being no further business the Vice-Chairman thanked everyone for attending and closed the meeting at 9.09 pm.

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

(Signed)

Chairman