

Minutes 3rd March 2008

LOXWOOD PARISH COUNCIL

An ordinary meeting of Loxwood Parish Council was held at 7:30pm on Monday 3rd March 2008 in St John the Baptist Church Room, Loxwood.

Present: Parish Councillors Alison Sanderson (Chairman), David Townsend (vice-Chairman), Elizabeth Dugdale, Mirus Kuszel, Priscilla Phillips, Scott Taylor, Howard Thomas.

4 members of the public.

Temporary minute taker appointed: Scott Taylor.

32/08 APOLOGIES FOR ABSENCE

County Councillor Chris Duncton, District Councillor Brian Hooton, Parish Councillors Sacha Pawley and Charlie Whitmarsh.

ADJOURNMENT:

- QUESTIONS FROM MEMBERS OF THE PUBLIC

John Andrews raised a number of issues relating to the Hall Hurst Farm Site, some of which were to be covered later in the meeting. He also flagged up potential problems regarding trees on the edge of the site which have TPO's which could be affected during any building works and the problems which would be caused by the removal of the hedge alongside the B2133.

Len Milsom wanted to know who would now be receiving the money set aside by the builders for a zebra crossing and associated works now that they were not being implemented.

The Chairman thanked the speakers for their input and reconvened the meeting.

33/08 DECLARATIONS OF INTEREST FROM MEMBERS OF THE COUNCIL

Alison Sanderson – Hall Hurst Farm – the Chairman explained that she had sought advice from Trevor Leggo at SALC as to whether now that the application had been approved by the planning authorities; she could be part of any further decisions. It was decided that she should continue to declare an interest.

Priscilla Phillips – LX/08/00328/DOM & LX/08/00672/TPA

34/08 APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Elizabeth Dugdale pointed out that minute 23/08 (i) should read "...specific mention of the 'damage'..." rather than 'mess', the minutes were amended.

It was proposed by David Townsend and seconded by Mirus Kuszel and agreed that the minutes were a correct record of the ordinary Parish Council Meeting held on the 4th February 2008. The Chairman then signed the minutes.

35/08 MATTERS ARISING FROM THE MINUTES

(i) Land at Nicholsfield: The Chairman reported that she had written to CDC and copied in Martlet Homes, asking whether the grass land at the end of Nicholsfield might be changed to hard surface. She was awaiting a reply. Priscilla Phillips offered to take over responsibility for following up the issue of cherry trees at the end of Nicholsfield.

(ii) Land at Station Road: The Chairman reported that she had received a Deed of Transfer from the Solicitors; however they had not yet carried out a check with the local Authority regarding the footpath. It was agreed that the Chairman would ask them to do so.

(iii) New Notice board: The Chairman explained that there seemed to be some doubt as to whether a grant would be available to help pay for the board as it had only just been made clear that the item had to be unique. However, as the map would undoubtedly fit that description, it was decided to continue. Elizabeth Dugdale agreed to take over sourcing a 'map designer'.

(iv) Purple Bus: North Hall Management Committee has refused permission for the bus to park at North Hall. It was agreed that the Chairman would ask the organisers if the Wey & Arun Car Park, the Dependents Chapel or the Sports Association car park would be suitable.

(v) Insurance: The Chairman explained that copies of the existing Schedule had been sent to the Brokers, who would arrange a quote. David Townsend agreed to look at the detail when it arrived.

(vi) Playground: Work had not started, despite the original date having passed. A new date of the week beginning 10th March had now been given.

It had emerged that the subsidy should have been applied for before any final decisions had been made.

It was agreed that the LPC would fund the work as it had been budgeted for, but that an application would be made if a new playground was put in following any work on North Hall

(vii) North Hall: Priscilla Phillips asked whether anyone would be prepared to help with the data collected as a result of the questionnaire, the NHMC being unwilling to help her out. The Chairman adjourned the meeting so that the public could be asked. John Andrews agreed to help her get started. The Chairman reconvened the meeting.

(vii) To note any other matters arising unless covered by specific Agenda items.

There were no other matters raised.

36/08 TEMPORARY ABSENCE OF CLERK

The Chairman read out a letter from Peter Evans. Investigations by the Hospital were still being carried out as to the best way forward.

The Chairman offered to continue as Temporary Clerk, David Townsend would carry on dealing with financial matters and Scott Taylor would carry on looking after Planning.

It was agreed not to seek a locum at this time due to the cost, but that the situation would be reviewed on a monthly basis.

37/08 PLANNING MATTERS

New applications for comment: Members considered the new planning applications affecting the Parish and after discussion made the following comments to the planning authority.

LX/08/00373/DOM – Headfoldswood Farm – Oak framed outbuilding to provide garaging, machinery and garden store, workshop, log store, home office/gym.

Parish Council comments: No objections.

LX/08/00281/DOM – Yew House, Skiff Lane – 2-storey extension – raise part of existing roof to north end. Replace bay to front elevation.

Parish Council comments: No objections.

LX/08/00328/DOM – 33A Nicholsfield – Side and rear extension.

Priscilla Phillips reminded the members of her interest and left the room.

The Chairman adjourned the meeting to allow a member of the public to speak.

The speaker mentioned that there was a brick building in the rear of the garden not indicated on the plans. He also voiced concern over the possible damage to trees as a result of the work being carried out.

The Chairman reconvened the meeting.

Parish Council comments: No objections, as long as the plans were not affected by the situation of the brick outbuilding and the care of the existing trees was taken in to account.

LX/08/00672/TPA - Honeywood 8 Pond Close - Repollard (back to original pollard points) and reduce by 33% branch structure (to balance the trees) on 2 no. Lime trees within Areas A1 subject to TPO/1 and 3/LX.

Parish Council comments: No objection provided the work was carried out with the agreement of the Tree Officer.

Priscilla Phillips rejoined the meeting.

LX/08/00492/DOM - Oaklands Plaistow Road - Demolition of existing conservatory and erection of single storey rear extension.

Parish Council comments: Concerns were raised as to the purpose of the external spiral staircase. Provided the stairs were in place due to Health and Safety regulations and not as the means to provide separate access with a view to there being a separate address: No objections.

LX/08/00710/DOM - Ivyhurst Station Road Loxwood - Domestic extension, 2 storey on the rear of the property including a flank conservatory and a separate double garage.

Parish Council comments: No objections.

LX/08/00713/DOM - Bonnington Farm Drungewick Lane Single storey side and rear extension, porch and double garage.

Parish Council comments: No objections.

Planning determinations

LX/07/05935/FUL - Lily Meadows Roundstreet Common - Amendment to approved application 07/03763/FUL. Reposition of approved triple garage.

PERMIT

(ii) Hall House Farm planning application: The Chairman reminded the members of her continuing interest, handed the Chair over to David Townsend and left the room.

The LPC had been asked to decide whether they would accept responsibility for the planned 10 car parking spaces. A sum of £25,000 had been offered by the builders, towards the cost. All present indicated by a show of hands, that the LPC were not prepared to take over management of the parking.

The Acting Chairman adjourned the meeting and took comments from the public. It was suggested that if there was more on road parking instead of the current plan, then it would be less open to problems such as long term parking by residents of the HHF estate, thereby reducing management requirements. The meeting was reconvened.

It was decided that the LPC would contact the planners and seek a delay in finalisation of the plans so that matters could be more fully examined by all. The LPC would also seek to get a commitment from the builders to more funding for the village (specifically North Hall and traffic calming measures) in view of the fact that their costs would be reduced, as no crossing and associated street lighting etc was now planned.

Alison Sanderson returned to the meeting and took back the Chair.

(iii) Requests for Affordable Homes: Priscilla Phillips offered to contact Austin Wade a query the implication of the '35' affordable homes required in Loxwood, as presented in a document handed out at the CDC planning meeting 13th February.

(iv) Private Town Planning Consultant: Elizabeth Dugdale raised the possibility of the LPC hiring a private Town Planning Consultant to advise it on how to deal with future planning applications of the scale and importance of HHF. She had contacted Trevor Leggo at SALC and been given advice on who to contact. After discussion, the members decided to take advice on a one off basis, for a fixed fee, after which a decision would be made as to whether to continue to retain the consultant. Elizabeth told the members, that all Town Planning Consultants operated on a standard scale of fees. A number of Consultants had been sounded out and Elizabeth Dugdale was asked to formally approach Edward Gittings.

38/08 FINANCIAL MATTERS

(i) Financial report: In the absence of the Clerk, David Townsend reported the Parish Council's payments and receipts in February 2008, and summary transactions and balances at 29th February. It was proposed by Howard Thomas and Seconded by Scott Taylor and agreed to approve the total payments of **£1145.28**.

(ii) Sussex Air Ambulance Fund: It was decided that David Townsend would study the accounts and report back to the LPC next month, before any decision on a donation.

39/08 CORRESPONDENCE

(i) CDC – Parish Spring Day: The LPC decided not to take part in the initiative.

(ii) CDC Community Buildings and Facilities Audit: Howard Thomas volunteered to complete the questionnaire.

40/08 ANNUAL PARISH MEETING TUESDAY 15TH APRIL

(i) Update on current situation: The Chairman reported that she had sent out invitations to all the local non-profit making Societies, offering them the opportunity to have a stand advertising their activities. So far only the 'Friends of Loxwood Surgery' had responded – they would be attending. Invitations to local 'dignitaries' would go out by the middle of March.

(ii) Arrangements for the night: a) Speakers: All Council members with a responsibility should be prepared to answer questions if necessary.

b) Note/minute taker: Not yet agreed upon

c) Help setting up: All to help – the time to be fixed next meeting.

d) Serving of refreshments: All to ask family if they would help serve. Alison Sanderson to purchase all refreshments (biscuits, tea, coffee and cordial).

41/08 MEMBERS' QUESTIONS AND INFORMATION & MEETINGS

(i) To receive from Members questions and reports on matters of interest to the Parish Council.

(ii) To note reports of meetings attended on behalf of the Parish Council and invitations to attend forthcoming meetings.

a) North East Parishes Forum – 6th March – 7:00pm Wisborough Green Village Hall. Howard Thomas offered to attend on behalf of the Council.

b) Scott Taylor had attended

42/08 ITEMS FOR THE NEXT AGENDA

To receive suggestions for items to be included on future Agendas. Members are reminded that they should be prepared, when requesting an item for the next Agenda, to provide and circulate relevant paperwork outlining the item prior to the meeting.

43/08 DATES OF FUTURE PARISH COUNCIL MEETINGS

To note that ordinary meetings of the Parish Council in the municipal year to April 2008 will generally be held on the first Monday of every month, i.e. on 7th April March and 12th May. **Please note that this is the Annual Parish Council meeting.**

There being no further business the Chairman thanked everyone for attending. She also thanked everyone for their extra efforts during the absence of the Clerk. The Chairman closed the meeting at 9:35.

Approved at the meeting of the Parish Council held on 7th April 2008.

(Signed)

Chairman