



Minutes of the Ordinary Parish Council Meeting held on Monday 4th April 2011 at 7.30pm in the Church Rooms, St John The Baptist, Loxwood.

Persons Present:

Cllr Taylor, Cllr Andrews, Cllr Lane, Cllr Kersey, Cllr Dugdale, Cllr Bates, Cllr Loxton.

Also present: Jenny Hartley – Clerk to the Council

Also present: Mr T Colling and Mr L Milsom (Loxwood Society)

Agenda Item	Detail	Minute Detail	Action
1.	Appoint Chairman for period 4th April 2011 to 9th May 2011	Discussions took place regarding the need for a Chairman following the Elections on 5 th May 2010. Cllr Lane agreed to cover the period 4 th April 2011 to 9 th May 2011. Proposed Cllr Andrews Seconded Cllr Kersey	Add the AGM to the June PC meeting
	North Hall Draw	Winner picked by Phillipa Hardwick – No 75: Mrs J Moore.	
2.	Chairman's Welcome/Open Meeting & Apologies for Absence	Apologies received from Cllr Gibbons and Cllr Duncton	
3.	Adjournment		
	<i>3.2 Questions from Members of the Public</i>	7.40pm no questions.	
	<i>3.3 Representative/s from Chichester District Council</i>	Cllr Hardwick and Cllr Westmore were both present. See Cllr Hardwick's report (attached)	
	<i>3.4 Representative from West Sussex County Council – Cllr Duncton</i>	Apologies received.	
5.	Declaration of Members Interests	Nil	
6.	Approval of Minutes from the meeting held on 7th March 2011*	Proposed: Cllr Dugdale Seconded: Cllr Andrews. Clerk to ask SL to sign.	Clerk to add the date to the front sheet and include Cllr Hardwick's report. Cllr Lane will sign the minutes once completed.



7.	Matters Arising from the minutes <i>(unless covered elsewhere on the Agenda)</i>	Nil	
8.	Updates:		
	<i>8.1 Loxwood Bridge</i>	<p>Mr Milsom updated Members that the Bridge Committee had signed off the detailed drawings and full costings are now being sought. The 3 fundraising cruises are now in place. Mr Milsom reminded members that the PC needs to help promote the cruises. This is a joint venture with Loxwood Society. It was noted the cruises were advertised in the recent PC newsletter.</p> <p>WACT are promoting the cruises via Wey South and also their newsletter.</p> <p>The Whisky Cruise is on the same day as the NH Grad Opening (7.5.11), however the Cruise could not be moved again.</p>	Members to promote the cruises wherever possible. Clerk to add a poster for the notice board.
	<i>8.2 North Hall – Cllr Andrews</i>	<p>Cllr Andrews stated that she had been unable to contact David Wellington relating to Chivertons completion date, however it is hoped Chivertons plan to finish the inside by the end of this week, with ongoing works to the outside.</p> <p>Discussions took place regarding the windows, however if the suggested change to the windows had been pushed it would have delayed the opening. Cllr Andrews stated they have been assured they can be painted.</p> <p>The site should be tidied when the contractors leave the site.</p> <p><u>Display Boards for the NH Opening:</u> The following suggestions were agreed: Speedwatch Members – photo's (possibly), names and brief biogs(Who we are) Info re: Speed signs for the bins – the website info. Parish Councils contribution to the costs for NH. List of what the Parish Council does. Prepare vacancy notices in case needed.</p> <p>Cllr Bates stated there have only been 60 tickets sold for the evening of 7th May 2011, so Members were encouraged to push this event.</p>	<p>Clerk to prepare papers and notices for the North Hall displays.</p> <p>Members were reminded to push the NH grand opening – particularly the ticket sales.</p>
	<i>8.3 Speed Watch</i>	The Clerk updated Members that Jason Lemm from Sussex Police has requested DOB's from all volunteers, so the Clerk has to re-visit some of the contacts for this information. He is happy for one or two people to be trained and they can then subsequently train others- therefore	The meeting with Tracey Webb on 8.4.11 – Cllr Andrews & Cllr Loxton will attend, Cllr Bates hope to attend.



		<p>allowing a fair sharing of the workload.</p> <p><u>Display Signage for the Children's Art Work:</u> The Clerk has now contacted Pene Mather from WSCC who has provided some further information relating to the display cases required for the children's artwork in relation to speed watch. Clerk is in contact with Cowfold PC who have recently purchased such cases.</p>	<p>The PC to investigate the cost of SID/flashing devices from Tracey Webb from WSCC. Also Plaistow Road speeds. and Alfold Bars Speedwatch. Agenda to members for the WSCC meeting.</p>
	8.4 Roads/WSCC – an update	<p>Meeting confirmed for Friday 8th April 2011 at 2.30pm. Agenda to follow.</p> <p>Discussions took place regarding the dangers with Plaistow Road – particularly for the school children. Mr Andrews offered his assistance in helping with this issue as there are no footpaths on the housing side of the road. The PC will discuss with Tracey Webb from WSCC at the meeting later this week.</p> <p>Alfold Bars to be included in all village related speed issues. Clerk to ask Tracey Webb when the Alfold Bars Speedwatch site will be agreed.</p> <p>Discussions took place regarding the excellent flashing speed signage in Alfold.</p> <p>The PC to investigate the cost of SID/flashing devices from Tracey Webb from WSCC.</p>	<p>Clerk to report pot hole on Plaistow Road - almost opposite Lakers Lea on Plaistow road. Clerk to ask Tracey Webb when the Alfold Bars Speedwatch site will be agreed.</p>
	8.5 Update from the LSDG Group	No further update.	
9.	Parish Council Property/Land – Cllr Gibbons Report	<p>See Report sent to Members. Everyone wanted to extend their thanks to Cllr Gibbons</p>	
10.	Parish Council Elections - Clerk	<p>Elections on 5th May 2011. Clerk to establish when any vacancies/co-option process can continue.</p>	
11.	APM – Who and What!	<p>Annual Parish Meeting A discussion took place regarding the current date. It was agreed this is a busy period with the North Hall and therefore the Clerk would look at other possible alternative dates.</p>	<p>Clerk to check into the legalities surrounding the Annual Parish Meeting and AGM and when it is held.</p> <p>Annual Parish Meeting – look at different dates. <u>Check list for the Clerk:</u> Legalities Dates Information on stands Invites</p>



			Allocation of jobs/reports from members
12.	Planning Applications:		
	<p><u>For info/COMMENT TO WACT:</u> Marine Pedestal at Onslow Arms Pedestal Stage</p> <p>Southland Winding Hole, Loxwood</p>	<p><u>Marine Pedestal at Onslow Arms Pedestal Stage</u></p> <p>Mr Milsom stated that Loxwood Society had been informed that electricity is required for heating water for hand washing on the boats, along with other issues. WACT currently use an area on the opposite side of the canal, however it is not easy to transfer water/cables etc onto boats. Rolec is the company supplying this device, and their version of touring bollards may be a better version to be considered. The version suggested is that used in marinas with large numbers of users. Cllr Hardwick stated she had knowledge of a pedestal device at Monmouth and Beckon canal which was clad and had remained in keeping with the local area. Cllr Taylor stated British Waterways may have a specification for this style of device.</p> <p>It was agreed the Clerk would look into the Monmouth and Brecon version for information and prepare a response to WACT – <i>The PC finds this out of keeping with the area and this needs to be reconsidered.</i> Send the response to members for comment.</p> <p><u>Southland Winding Hole, Loxwood</u> Clerk to ask WACT what the planned impact will be for Bridleway closure/access – what will access be? Ensure the badgers are not in season during any works.</p> <p>The WACT Visitor Centre application is going to committee on 20th April. Cllr Lane has spoken to the British Horse Society Representative who is planning to attend the meeting. Cllr Lane also contacted as many local riders as she had contacts for in order to assist this report. Discussions took place regarding the PC/residents being encouraged to attend this meeting and ensuring that opportunity is available for objection. It was agreed one of the main issues relating to this application are safety and sighting.</p> <p>Mr Milsom stated Loxwood Society have neutral thoughts on this</p>	<p>Clerk to investigate the version at Monmouth and Beckon canal which was clad and had remained in keeping with the local area.</p> <p>It was agreed the Clerk would respond to WACT – The PC finds this out of keeping with the area and this needs to be reconsidered. Send response to members first.</p>



		<p>application, following the views of several residents, therefore have chosen to not to influence. Loxwood Society has made suggestions to WACT relating to the positioning of the building.</p> <p>Members agreed the Clerk should seek the information from the CDC website and inform residents of the process and planned meeting date to ensure they are aware they can book a slot to attend. It was noted that Cllr Hardwick will offer support/assistance where needed..</p>	<p>Clerk to contact the residents who attended the PC meeting to see if they wish to attend the Committee Meeting regarding the WACT application LX10/05476 on 20.4.11. Include the venue for the meeting and any relevant papers.</p>										
<p>Meeting adjourned at approximately pm due to a Road Traffic Accident outside the meeting on Vicarage Hill. Approximate time lost approx 45 mins. Meeting reconvened at 9.40pm</p>													
	<p>UPDATE: LX/11/00495/DOM 2 Wyldbore Cottages Walthurst Lane Replace existing velux window in sloping roof with a small dormer window with a bonnet roof using matching tiles and window. PERMIT</p>	<p>N/A For information only.</p>											
<p>13</p>	<p>Financial and Administration Report <i>Agree payments for 7.04.11. Update on Year End Accounts</i></p>	<p>The following payments were approved:</p> <table border="1" data-bbox="674 922 1167 1155"> <tr> <td>SALC (Subs)</td> <td style="text-align: right;">£ 392.42</td> </tr> <tr> <td>WSCC Salary</td> <td style="text-align: right;">£ 912.43</td> </tr> <tr> <td>M R Printers (N/Letter)</td> <td style="text-align: right;">£ 62.00</td> </tr> <tr> <td>North Hall (APM Booking)</td> <td style="text-align: right;">£ 42.00</td> </tr> <tr> <td>J Hartley (Expenses)</td> <td style="text-align: right;">£ 196.45</td> </tr> </table> <p>Proposed: Cllr Dugdale Seconded: Cllr Bates It was agreed that the letter to Nat West bank for the transfer of £25,000 from the Reserve Account to the Current Account would be signed by Cllr Lane and then passed to Cllr Andrews this week.</p> <p>The Clerk informed Members she had been contacted by a resident of Willetts Way who has issues with overhanging branches from the</p>	SALC (Subs)	£ 392.42	WSCC Salary	£ 912.43	M R Printers (N/Letter)	£ 62.00	North Hall (APM Booking)	£ 42.00	J Hartley (Expenses)	£ 196.45	<p>Clerk to check into the date of the next Chiverton invoice as Cllr Lane will be away until 15.4.11</p> <p><u>Willetts Way – Overhanging Branches</u> It was agreed the Clerk will inform the resident she may cut back the branches</p>
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		<p>trees in the section of PC owned land at Willetts Way. It was agreed the Clerk will inform the resident she may cut back the branches to the boundary line.</p> <p>Historical Documents: it was agreed the historical document box can be handed to Loxwood Historical Society. Clerk to keep a list of the documents handed over.</p>	<p>to the boundary line. Historical Documents: Clerk to keep a list of the documents handed over.</p>
14	Members Questions, Information and Meetings Attended	Cllr Dugdale will attend the Cascade meeting on Thursday 7 th April 2011.	
15.	Items for discussion since preparation of the Agenda	Nil	
16.	Items for the next agenda	Nil	
17.	Dates of Future Meetings	Thanks extended to All members standing down from the PC for all their time and work whilst with Loxwood Parish Council.	
	Parish Council – Monday 9 th May 2011 at 7.30pm Wednesday 11 th May at 7pm APM	Meeting closed at 22.04pm	

Future Parish Council Meeting Dates:

Monday 9th May 2011 Wednesday 11th May 2011 Annual Parish Meeting Monday 6th June 2011
 Monday 4th July 2011 No meeting in August Monday 5th September 2011
 Monday 3rd October 2011 Monday 7th November 2011 Monday 5th December 2011

Signed: _____ Date: _____



Loxwood Parish Council
Email: Loxwood@pcouncil.co.uk

Cllr. Philippa Hardwick Chichester District Council

Report to Loxwood PC

4 April 2011

Contacts: pawardwick@chichester.gov.uk
01428 661 866

Rural car parks

The new Pay and Display machine pedestals have been installed in Midhurst, Petworth, Selsey and East Wittering rural car parks.

New signs relating to car parks are on order and should be with us by the end of the week and will be installed straight away, to cure a problem with original signs which were confusing. We are currently selling season tickets from the parking office at CDC because they are still hand written. When the online system becomes available, everyone will be able to apply for them on line.

Midhurst update

Shop Front Grants

To date, 19 businesses have been in receipt of a grant, having completed their improvement works. A further nine businesses have had grant applications approved and are in the process of completing their works. We are not taking any further applications now as the funds are all allocated.

Rural Broadband

The project of the upgrade of the three non-ADSL exchanges of Sutton/ Plaistow/ East Marden is presently in the process of going to procurement by WSCC. The BDUK (Broadband Delivery UK) bid for the upgrade of the network to deliver digital hubs to rural communities is currently being prepared by WSCC in order to access part of the £50m from the overall £530m fund available. The evidence-based bid will be submitted in April, with the result known within six weeks of its submission.

Unemployment rate - February 2011

According to the latest figures from the Office of National Statistics, unemployment in West Sussex rose in February, with an increase in the number of unemployment benefit claimants of 273 across the county, from which 79 are within Chichester district. Chichester district remains the third lowest in the county with unemployment rate at 2.2% and West Sussex at 2.5% (South East at 2.6%; UK at 3.7%).



Loxwood Parish Council
Email: Loxwood@pcouncil.co.uk

West Sussex 4 Funding - Free Grant Search Facility

West Sussex County Council offers a **free** service to businesses, voluntary organisations, charities and community groups, and social enterprises to search for sources of funding for any venture or project.

http://www.westsussex.gov.uk/your_council/council_services/grants_and_funding/west_sussex_4_funding.aspx

Environmental Health

An example of integrated service to deliver real community outcomes -

An officer visited a house in Chichester to follow up a complaint received from a neighbour regarding rubbish. Discussion with the complainant also highlighted noise problems from many people living at the property and child welfare concerns. The officer liaised with social services, the housing team and housing benefit fraud. The property was previously unknown as an HMO. HMO scheme safety checks have been undertaken and the house brought up to an acceptable level. The family and the landlord are being investigated by Benefit Fraud. Rubbish has been cleared from immediate area but is also linked to other rubbish in the area, which is now being cleared, and the noise issues are under investigation.

Football in the Community

Football in the Community Holiday Courses are taking place in the following locations during the Easter school holiday period:

Thursday 14 April and Friday 15 April 2011 - Fernhurst Recreation Ground