

ITCHINGFIELD PARISH COUNCIL

Virtual Meeting on Monday 29th March 2021

Present:

Cllr Penny Simpson – Chairman

Cllr Brian O'Connor

Cllr Sarah Peay

Cllr Alan Peers

Cllr Roger Pellow

The Clerk Jan Critchley

County Cllr Amanda Jupp

21 Apologies for Absence – were received from Cllr James Sheppard, Cllr Alan Strudley and District Cllr Tricia Youtan.

22 Minutes of the last Meeting

The Minutes of the last meeting had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Chairman.

Action

23 Matters arising from the Minutes

1. Minute 137:4 December Meeting - A letter has been sent to Moore Auditors regarding the AGAR Return for year ending 31 March 2020 explaining why the Parish Council considers itself to be a 'Basic Authority' due to the fact that the Parish Council was simply custodian of a one-off amount of money to be spent on village projects and that the Parish Council is completely satisfied with its current internal audit processes.

2. Minute 13:1 Vodafone Mast at Sumners - The Clerk had received a letter from Jeremy Quin which she had circulated. It is not clear what exactly is happening with the mast but Jeremy Quin is still taking this matter forward on our behalf.

Action

3. Minute 19:1 – Condition of Sandhills Road – Cllr Alan Peers said that he has not actioned the reporting of the poor condition of the roads coming in and out of the village yet as he has been unable to go out to take photos due to an ankle injury. County Cllr Amanda Jupp said that she will go out and take photos and report back to WSCC Highways.

Action

24 Planning Applications – Circulated to all Cllrs ahead of the meeting. All Cllrs were asked to look at the planning documents for this meeting on the HDC Planning Portal ahead of the meeting.

1. New Applications

DC/20/1488 – Simon Stainer – Valewood Farmhouse Mobile Home, Valewood Lane, Barns Green – Change of use of land to settled gypsy accommodation site comprising of the retention of a single existing pitch together with the creation of three additional pitches with associated parking, turning and amenity spaces. Revised site plan.

Having received amendments to Planning Application DC/20/1488 as above, Itchingfield Parish Council would like to state that its stance is unaltered from that given in the letter from DMH Stallard dated 19th October 2020 on behalf of Itchingfield Parish Council that the planning application should be refused.

DC/21/0330 – Wheatcroft, Bashurst Hill – Proposed attached double garage to side of existing house.

Itchingfield Parish Council recommend this planning application for approval.

DC/21/0338 – Land East of Lower Lodge Rye Farm Lane, Barns Green – the erection of a general purpose agricultural storage building.

Itchingfield Parish Council recommend this planning application for approval.

DC/21/0357 – Simon Smith, Sumners Ponds Fishery and Campsite, Chapel Road, Barns Green – Siting of Log cabin style caravan lodge for permanent residential use by a warden, their spouse or partner and their dependants.

Itchingfield Parish Council recommends this planning application for approval providing that any permission given includes a condition that the proposed Lodge is solely for the business of Sumners Ponds Fishery and Campsite.

DC/21/0671 – Surgery to one oak on land parcel at ref: 512904/127212 Sandhills Road, Barns Green.

Itchingfield Parish Council would suggest to Andrew Bush, Arboriculturist at HDC that only light pruning is required.

DC/21/0520 – Elizabeth Wear-Nightingale, Baystone House, Mill Lane, Itchingfield – Removal of condition 4 of permission 1/20/84 to permit occupation unrelated to agriculture or forestry.

Itchingfield Parish Council is opposed to the removal of Condition 4 to permit occupation unrelated to agriculture or forestry as the surrounding attached curtilage is land that is agricultural land.

The Clerk to write to HDC Planning Department with the Parish Council's representations

Action

25 Report by County and District Councillors –

County Cllr Amanda Jupp gave the following report:

1. Amanda reported that she had sent the latest WSCC Covid-19 updates to the Clerk which had been circulated.
2. The Clerk had also circulated emails from Amanda to all Parish Councillors regarding the latest update on Valewood Lane. With regard to Valewood Lane, Amanda said that the ditches have now been dug out alongside Greenfield Farm, but there is still an issue with sewage coming out from various pipes. This must be due to a septic tank or tanks not working effectively. The issue of sewage has been reported to Penny Marsh and Marc Rankin, Environmental Health Officers at HDC several times so action needs to be taken immediately. Amanda said that there is also a lot of scrub that needs clearing out. She added that the WSCC are also looking at the drainage on the corner of Clayfield Farm.
3. Amanda said that she is disappointed with the standard of pothole filling that is being carried out at the moment. The Clerk said that she has reported the three deep potholes in The Hordens and Amanda said that jobs have been raised and they are due to be repaired shortly.

26 Accounts for Payment

There are nine payments to be paid.

£28.50 to EE Home Broadband in respect of the Internet Service for Mar 2021.

£1,620.00 to Advance Transport Research in respect of the Traffic Survey carried out in December 2021.

£1,877.50 to Remember When UK in respect of the Deposit Balance for the Restoration of the Red Telephone Box.

£34.45 to Horsham District Council in respect of emptying the Dog Bin 1st April to 30th June 2021.

£270.00 to Vision ICT in respect of the Annual Hosting and Support of the Parish Council website.

£518.34 to WSALC in respect of Annual Subscription for 2021-2022.

£100.00 to Pat Cochran in respect of Litter Warden duties for March 2021.

£1,041.86 to the Clerk comprising of £977.68 salary for March 2021 and £64.18 expenses.

£1,035.43 HM Revenue and Customs in respect of Employers and Employee Tax for January, February and March 2021.

27 Correspondence

1. A letter had been received from the Kent, Surrey and Sussex Air Ambulance Trust requesting a grant to support the potentially life-saving work that they do. It was proposed by Cllr Brian O'Connor that a grant of £750.00 should be made, seconded by Cllr Sarah Peay, agreed unanimously.

28 Highways/Litter

Highways

1. Valewood Lane – urgent flooding and drainage issues – see Minute 25:2 above.
2. Proposed new footpath and school crossing – no more to report.
3. Operation Watershed – The Clerk had heard from Sue Furlong and she asked that the Clerk set up an on-site meeting with Tom Elphick from Landbuild and the Parish Council to discuss the three areas of concern the are to be part of Operation Watershed, Valewood Lane, Fulfords Hill and Bashurst Hill. The Clerk reported that this has been arranged for 31st March with Parish Cllrs Brian O'Connor and Roger Pellow. Following this on-site meeting Tom Elphick will be able to provide a Technical Report to be used for obtaining quotes.

Action

4. Traffic Survey in West Chiltington Lane from Toat Hill Garage to Valewood Lane junction - the Clerk to send a copy of the Traffic Survey again to Amanda and also send a summary of the serious concerns of why a speed reduction in Bashurst Hill and West Chiltington Lane is needed. Cllrs Roger Pellow and Sarah Peay to send some details to the Clerk.

Action

29 Red Telephone Box

The Barns Green Sports and Social Club had sent an email to the Chairman putting forward three possible sites near to the Club for the Red Telephone Box to be sited once it has been refurbished which she had circulated. The Chairman asked that Councillors go and have a look at the sites and send their views to the Chairman. The Chairman to thank the Club for the suggestions. There is also the siting of one/two War Memorial benches on the village green to be considered. The Chairman said that a good place might be by 'Tommy Soldier' facing the village green. The Chairman will put an article in the BIG MAG inviting suggestions for the best place to site the Red Telephone Box and the War Memorial benches.

Action

30 AOB

1. The Chairman said that she and Cllr Alan Peers will purchase the shrubs to be planted on the verge by the level crossing as soon as the grant from WSCC Highways is received to replace those removed when the pathway in Chapel Road was installed. Cllr Alan Peers will assist the Chairman with the planting.
2. The Clerk said that she has finally managed to catch up with Richard Jeffrey who will be sending a quote for the refurbishment of all the fingerposts in the parish.
3. The Clerk to write to Southwater Parish Council once again about the terrible state of the fingerpost in Two Mile Road on Donkey Bridge. This Parish Council has been asking for years for this to be repaired as it lets down the whole area. The Clerk to copy in County Cllr Nigel Jupp.

Action

Action

Action

31 Date of Next Meeting

Monday 26th April 2021. This meeting will be a virtual one. There being no other business the meeting closed at 9.10 pm.