

**ITCHINGFIELD PARISH COUNCIL**

**Monday 24<sup>th</sup> May 2021 in the David Francis Room of the Village Hall**

**Present:**

**Cllr Penny Simpson – Chairman**

**Cllr James Sheppard – Vice Chairman**

**Cllr Brian O'Connor**

**Cllr Alan Peers**

**Cllr Roger Pellow**

**The Clerk Jan Critchley**

**District Cllr Tricia Youtan**

**County Cllr Amanda Jupp**

**44 Apologies for Absence** – were received from Cllr Sarah Peay, Cllr Alan Strudley and District Cllr Stuart Ritchie.

**45 Minutes of the last Meeting**

The Minutes of the last meeting on 26<sup>th</sup> April 2021 had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Chairman.

**Action**

**46 Matters arising from the Minutes**

1. Minute 34:1 – Grant to replace shrubs in Chapel Road – The Clerk is still chasing Stephen Douglas to find out when the grant is to be paid by WSCC. The Chairman said that as the grant has been approved, she and Cllr Alan Peers will go out and purchase the shrubs. The Clerk to contact Roy Tingley to see if he will trim the verge and plant the shrubs.

**Action**

2. Minute 34:3 – Kenward Sign – the Clerk confirmed that the Kenward sign has been removed from the parish fingerpost and has now been placed on the ground near to the fingerpost.

**Action**

**47 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/21/0535. Mr Robert Yorke, Silver Birches, Bashurst Hill - Creation of new access for private driveway. Itchingfield Parish Council leave the decision to the HDC Arboriculturist although the Parish Council would like to see three large trees put up in another location to replace those that are removed.

DC/21/0595. Mr Trevor Courquin, 1 Finians Field, Barns Green - Erection of 2 storey rear extn. to kitchen and bedroom above. Erection of small single storey extn. to dining room adjoining the extn to the kitchen. Front extension above garage to first floor bedroom. Front single storey extn. to property side of garage/porch to form office and larger entrance hall.

Itchingfield Parish Council has no objections to this planning application and recommends for approval.

DC/21/0668. Mr Nick Chambers, Barn Cottage, Five Oaks Road - The erection of a summer house and stable office in the garden.

Itchingfield Parish Council has no objections to this planning application, but the development must be ancillary to the main house.

DC/21/0677 – Stable House, Marlands Park, Barns Green – Amendments to existing fenestration on north west elevation.

Itchingfield Parish Council has no objections to this planning application and recommends for approval.

DC/21/0724 – Noble Farm, Bashurst Hill, Itchingfield – Reserved matters application for the replacement of a static caravan with a single dwelling and the erection of a garage following approval of outline application DC/20/1056 relating to access, layout, scale, appearance and landscaping.

Following approval of outline planning application DC20/1056 with all matters reserved, this application seeks to set out information required to satisfy; Condition 2. Approval of the reserved matters; and

Condition 4, A contamination risk strategy pre-commencement requested by HDC.

The application states that as the site is not visible from any public access point no landscape strategy should be included. The proposed property is visible from the public highway, Bashurst Hill and from local public footpaths so landscaping should be included in any application in this semi-rural setting particularly as a domestic curtilage is clearly defined. The dwelling proposed is a substantial building and is a far cry from the agricultural applications DC/15/2380 and DC/16/0861 for a static caravan so that the agricultural business of Noble Farm could be carried out and to provide security for stored machinery and equipment. The subsequent applications for agricultural buildings to further the growing farming business of Noble Farm underline the continuing use of the farm for agricultural purposes:

DC/16/1536 Prior notification for building for the storage of Hay, straw, feed concentrates, farm machinery and small items of agricultural equipment. DC/16/1573, Erection of a live-stock building. DC/18/0903, Prior approval for erection of an agricultural open fronted barn. DC/18/1107. Erection of a Hay Barn and DC/19/0771 Erection of an agricultural/ forestry machinery building.

From the above an agricultural tie condition must be attached to the proposed dwelling. Also, in the supporting statement mention is made of the lack of dimensions of the proposed dwelling in the outline permission application. The clear inference is that the dimensions could be changed. Matters regarding drainage and slab levels have not been given at this point and will not be given before approval. Bearing in mind the drainage issues experienced generally in this area due to the clay soil and the considerable problems locally with contaminated run off water these matters must be fully designed and approved before this application can be progressed. From these issues and all the above we consider that a full planning application now needs to be submitted for this proposed development before it can be considered.

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

**Action**

2. Kingfisher Farm –

Once the new planning application has been submitted, the Parish Council will then decide on the appropriate action.

**Action**

**48 Report by County and District Councillors –**

The Chairman said that she would first like to congratulate Amanda on being re-elected and she also said that it would good to see Tricia back in good health.

County Cllr Amanda Jupp gave the following report:

1. Amanda said this is now the start of another full year which will be quite testing in the aftermath of Covid. There will be an increase in demand due to people shielding and deterioration of health.
2. The WSCC are pushing to work towards an integrated care system.
3. The WSCC are wanting to promote the green agenda. The Highways Department want people to think seriously about pollinators and not cutting verges. If there are any verges that people want to designate for wild flowers let Amanda know and she will pass on the information. The downside of letting the verges grown is that there is then more litter which can become an issue.
4. Jeremy Quin is chasing up the Environmental Agency with regard to them dealing with the sewage issues in Valewood Lane.
5. Amanda suggested getting any blocked culverts in the parish into a WSCC clearing programme.

**Action**

District Cllr Tricia Youtan gave the following report:

1. KF now submitted a new application details to be sent from HDC - I reacted strongly to the need to agree to validate and had a meeting with Emma Parkes, Head of Strategic Planning and Barbara Childs, Head of Planning now called Place. As a result of that meeting it was agreed that a meeting be convened between these two HDC officers and Helen Sissons and Madeleine Hartley from Compliance with Inspector Ben Starns to have an accurate understanding of exactly how much aggravation the residents of Barns Green and Itchingfield had suffered over the years due to the illegal activities of KF various residents. Meeting date to be confirmed and will check this afternoon and obviously inform you.
2. Wellcross Care home application which was refused by HDC Committee is now being taken to appeal. This is not a public appeal but held by Inspector with all relevant site visits undertaken and both objectors and supporter's views considered.
3. Abandoned caravan now has 7 days' notice expired and can therefore be removed by HDC. I will chase this afternoon.
4. Tricia said she will discuss DC/212/0535 with planning officer to add IPC would like enforceable

condition referring to decent sized replacement trees.

5. I also reinforced Amanda Jupp's message that, as with WSCC, HDC are also heading for a more green and environmentally friendly attitude with both planning and all other considerations.
6. We wait to see the effects of the end of the furlough scheme and the knock-on demand for housing and benefits.
7. Valewood Lane and the drainage problems are hopefully being helped by Jeremy Quin who has a meeting with the minister responsible, but no news yet.
8. I now have a new title which is Cabinet Member for Housing and Public Protection and Claire Vickers, removed from the Planning Portfolio by the new Leader, Paul Clarke, is to take over some of the previous responsibilities I had in what was a very large nebulous Portfolio.

#### 49 Accounts for Payment

1. There are six payments to be paid.

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

£864.00 to Dowsettmayhew in respect of Planning Advice regarding the Neighbourhood Plan.

£690.98 to West Sussex County Council in respect of the Street Lighting Maintenance Account 20/21.

£1,042.24 to the Clerk comprising of £977.68 salary for April 2021 and £64.56 expenses.

£143.88 to Zoom Video Communications in respect of the annual subscription 2021/2022.

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

2. The Clerk said that she, as Finance Officer, would like to recommend that the Parish Councillors to consider consolidating the Parish Council Bank Accounts and transfer the Savings Account currently with Barclays Bank to HSBC so all accounts are with HSBC. It was proposed by the Chairman that the Clerk consolidate the Parish Council Accounts with a view to also closing the Development Fund Accounts once the final amount of the fund (£1,511.80) has been allocated. Seconded by the Cllr James Sheppard, agreed unanimously.

**Action**

#### 50 Correspondence

None

#### 51 Highways

Highways

1. Operation Watershed – The Clerk had circulated the quotes from Landbuild. The Clerk will now contact Sue Furlong to find out next steps and will pass this information onto Cllr Brian O'Connor who will now take this on.
2. Valewood Lane – urgent flooding and drainage issues – The Chairman said that she and County Cllr Amanda Jupp are trying to get the Environmental Agency to take responsibility for the ditch on The corner of Greenfield Farm in Valewood Lane. The WSCC say they cannot take any action as there is raw sewage in the ditch and therefore cannot be considered for Operation Watershed. The Chairman said that she has contacted Marc Rankin at HDC Environmental Department who ask for photographic evidence which the Chairman sent him. He then said that this wasn't enough proof and said he had passed the issue onto the Environmental Agency. County Cllr Amanda Jupp has now passed all the correspondence to Jeremy Quin MP to see if he can get a solution to this awful situation.
3. Traffic Survey in West Chilmington Lane from Toat Hill Garage to Valewood Lane junction – no more to report.
4. Proposed new footpath and school crossing – no more to report.

**Action**

**Action**

#### 52 Red Telephone Box

All Cllrs agreed that the siting of the Red Telephone Box should be on the raised patio by the main entrance of the Barns Green Sports and Social Club.

The Cllrs discussed whether it should house the Defibrillator but they didn't want the Telephone Box to be unlocked. Cllr James Sheppard assured the Cllrs that the Telephone box would be locked and would have the same combination lock as getting into the Defibrillator. The Telephone box can also be lit up with the word 'Defibrillator'. All Cllrs then agreed that this would be ideal.

However some small amount of power will be needed for a nightlight inside the telephone box.  
The Chairman will contact the Club committee to request this.  
The Parish Council will need to decide at some stage whether we are going to have a war memorial bench sited on the village green but the Field Committee of the Village Trust will have to be consulted.

**53 Annual Village Meeting – Monday 5<sup>th</sup> July – items for discussion**

Police Inspector Ben Starns has been invited. Ian Walker has been invited to give an update on the Neighbourhood Plan. The Chairman of the Playing Field and Village Hall Trust has been invited to talk about the village green and the children’s playground. Cllr Sarah Peay has offered to do a talk on our public footpaths.

The Clerk to put up some posters.

**Action**

**54 AOB – none.**

**55 Date of Next Meeting**

Monday 21<sup>st</sup> June 2021. There being no other business the meeting closed at 9.15 pm.

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