

ITCHINGFIELD PARISH COUNCIL

Monday 27th September 2021 in the David Francis Room of the Village Hall

Present:

Cllr Penny Simpson – Chairman

Cllr Brian O'Connor

Cllr Alan Peers

Cllr Roger Pellow

Cllr Sarah Peay

The Clerk Jan Critchley

County Cllr Amanda Jupp

- 80 Apologies for Absence** – were received from Cllr Alan Strudley, Cllr James Sheppard and District Cllrs Tricia Youtan and Stuart Ritchie.

The Chairman welcomed Richard French to the meeting. Richard is on the Itchingfield Neighbourhood Plan Steering Group and gave an update to the Parish Councillors on the latest on the Itchingfield Neighbourhood Plan.

81 Minutes of the last Meeting

The Minutes of the last meeting on 19th July 2021 had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Chairman.

Action

82 Matters arising from the Minutes

1. Minute 70:1 - Replacement shrubs for Chapel Road. The Clerk to ask Roy Tingley when he will be planting the replacement shrubs.

Action

2. Refurbishment of the fingerposts – once the work on the fingerposts has been completed, the Clerk will take photos of them and put on the Parish Council website and facebook page.

Action

83 Jubilee Field Report – by Bill Bailey

Bill Bailey addressed the Parish Council to bring them up-to-date with where the sub-committee of Trust is. With the proposed project to expand the potential of what could be done on the Jubilee Field. The existing sub-committee have met with 21 members of the Trust Committee and presented the project to them to gauge their interest. Unless sufficient interest is shown, then that will decide whether the project moves forward with a larger sub-committee or it is shelved. Bill will also make a short presentation at the Annual Village Meeting on 4th October 2021. Bill said that by the Trusts AGM on 18th October 2021 they will have a clearer idea of whether the project will be taken to the next stage.

The Chairman asked Bill whether the sub-committee would consider having a scale model built and if so what would be the cost as she thought that would be the most effective way to show what the area will look like. Bill agreed and said that since meeting with the Trust members he has contacted Savills to ask that a 3D model would cost but hasn't received a reply yet so will chase this up.

- 43 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/21/1411 - Mr James Cartner, 2 Hillfield Cottages, Fulfords Road, Itchingfield - Single storey rear extension following removal of existing conservatory. New windows in rear elevation.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1506 - Mr Samuel Beer, R D Beer and Son, Shelleys Farm, The Oak Barn, Valewood Lane, Barns Green – External alterations to building, including formation of new window and door openings (pursuant to prior approval for change of use from storage (B8) to dwelling house (C3) granted under ref: DC/18/0602

Subsequent to receiving change of use permission DC/18/1602 the building was illegally developed as a dwelling without planning permission being sought or given. The present application seeks to remedy this.

Itchingfield Parish Council has no objections to this planning application as long as the dwelling is ancillary to the main house.

DC/21/1521 - Mr Simon Smith, Sumners Ponds Campsite and Fishery, Chapel Road, Barns Green - Siting of a Log Cabin style caravan-lodge for permanent use by a Warden, their spouse and their dependants.

Itchingfield Parish Council recommends this planning application for approval subject to the dwelling being ancillary to the main business.

DC/21/1679 - Mr and Mrs S Darby, Dragons Hollow, Valewood Lane, Barns Green -Removal of existing single storey pitch roof garage and it's replacement with two bedroomed ancillary accommodation.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1737 - Mr Simon Smith, Slaughterford Farm, Chapel Road, Barns Green - Full Planning application for the construction of an agricultural barn to accommodate livestock, including associated access and landscaping.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1793 - Mr and Mrs Brock, The Old Farmhouse, Chapel Road, Barns Green, RH13 0PR.

Two storey infill extension to the rear of existing detached property, together with 2 No proposed open porch structure to existing and proposed doors.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1840 - Mr and Mrs Clarke, 1 Motto Cottages, Sandhills Road, Barns Green -

Variation of condition following grant of planning permission. Appeal ref APP/Z3825/D/20/3249095, 25/11/2020. Existing condition no 2 to be changed to allow of 2 no first floor windows to the side/north elevation.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1843 - Sarah Jane Knight, Richmond Farm Stables, Rye Farm Lane, Barns Green, RH13 0QB.

Application for a Lawful Development Certificate. For the use of existing dwelling, curtilage and outbuildings to include keeping of dogs. This use having begun more than 10 years ago.

Itchingfield Parish Council has concerns regarding additional noise and the issue of parking. Therefore Itchingfield Parish Council recommends that the other entrance to the property in Two Mile Ash Road should be used for the business and that there should be no extra parking in Rye Farm Lane.

DC/21/1058 - Clare Perin, The Granary, Fulfords Hill, Itchingfield - Loft conversion with 4 dormer windows and insertion of roof light.

Itchingfield Parish Council recommends this planning application for approval.

DC/20/2463, CJ Groundworks, Lower Batchelors, Emms Lane, Barns Green - and currently under appeal APP/Z3825/W/21/3272691.

Itchingfield Parish Council reiterates what is stated in its representation dated 8th January 2021:

"This application for full planning permission replaces application DC/20/1186 which was withdrawn following advice from HDC Planning Department on 18/08/2020 due to comments from Southern Water regarding the position of possible public sewers. Despite this no mention is made in the current application regarding the position of this sewer. There are errors in the application clearly carried over from the previous application: - The site is readily visible from the public highway in Emms Lane, hedges and trees also form part of the boundary of the proposed site. Itchingfield Parish Council can still find no Mobile Home development for the proposed site to "nestle against" near the site and no provision is made regarding waste and recycling storage and disposal. In the long design and access statement it is stated that the development seeks to be carbon neutral and much is made of the desire for renewable, low carbon provision of energy for heating cooling etc. but no indication is given regarding what will actually be provided. Each dwelling is stated as having 4 parking spaces, although how this is arranged is not clearly shown. The proposed development is on greenfield land currently stated as being in agricultural/equestrian use and is outside the BUAB of Barns Green on a site not included in The Itchingfield Neighbourhood Plan currently with the Government inspector at regulation 16 status which does not support greenfield development. Nor is the site included in the HDPF (2015) or current draft HDPF, therefore contrary to policies 1,2,3 and 4 in the HDPF and regulation 40 in the NPPF (2012). These are the same grounds for refusal as the previous application DC/20/1186 and for DC/16/2247 in Trout Lane which was refused on 3/10/2016.

Itchingfield Parish Council therefore recommends this planning application for refusal."

DC/21/1498 - Mr P Rimer, The Oaks, Bashurst Hill, Itchingfield - Extension to existing cycle store to form double garage.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/1998 – Mr. J. Forster, Clayfield Farm, Valewood Lane, Barns Green - Application to determine if prior approval is required for a proposed change of use of agricultural buildings to dwelling houses (class C3) and for building operations reasonably necessary for the conversion.

Itchingfield Parish Council objects to this planning application as it is outside the BUAB and is contrary to the Itchingfield Neighbourhood Plan and the design is not in keeping with the rural buildings in the area. Therefore Itchingfield Parish Council recommends this application for **REFUSAL**.

DC/21/2034 - Mr and Mrs Fretwell, Bluebells, Bashurst Hill, Itchingfield -Two storey side extension.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/2075 - Mr and Mrs Robinson, Mill Farm, Mill Lane, Itchingfield - Application to determine if Prior Permission is required for a proposed: Change of use of agricultural Buildings to dwelling houses, (class C3), and for building operations reasonably necessary for the conversion.

Itchingfield Parish Council recommend this planning application for **REFUSAL** as it is presented. It doesn't state on the plans whether the new dwellings would be ancillary to the main house.

DC/21/1965 - Mr and Mrs French. South Cottage, Chapel Road, Barns Green - Non material amendment to planning application DC/15/0308.

Itchingfield Parish Council recommends this planning application for approval.

DC/21/2130 - Claire Linter, 1 Myrtle Cottages, Sandhills Road, Barns Green - First Floor rear extension added to existing ground floor extension and new dormer window added to rear roof slope to replace existing roof lights to existing loft conversion.

Itchingfield Parish Council recommends this planning application for approval.

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

Action

The following planning applications were permitted by HDC without consideration by the Parish Council: DC/21/1360, DC/21/1385, DC/21/1397, DC/21/1458.

85 Report by County and District Councillors –

Report from County Cllr Amanda Jupp:

1. Amanda said that with regard to Valewood Lane sewage issues, she said she had received a reply from Jeremy Quin MP which enclosed a response to him from the Environmental Agency. Amanda read out the response which was not very satisfactory and said that she will send it to Clerk to send forward to all Cllrs and she also read it out to everyone. Amanda to continue to pursue this matter with the Environmental Agency and WSCC.
2. With regard to the overgrown hedges in Valewood Lane, the Clerk will contact John Forster at Clayfield Farm once again to request that he cuts back his hedges and the Clerk to ask WSCC to write to Greenfield Farm to also cut their hedge on the corner of Valewood Lane.
3. Amanda said that Cllr Sarah Peay had written to her about the hedge needing to be cut back at the bottom of West Chiltington Lane at the junction with the A264. This land is owned by Christ's Hospital so Amanda said that she has contacted the Director of Estates at Christ's Hospital to see what he can do.

Action

Action

Action

86 Accounts for Payment

1. There are ten payments to be paid.

Three cheques were drawn out of meeting £6,014.40 to DMH Stallard in respect of Professional Plannint Advice, £30.38 to Barns Green Village Hall Committee in respect of the Neighbourhood Meeting held on 14th July and the Parish Council Meeting held on 19th July 2021 and £2,640.00 to Scriven Industries Limited in respect of pruning work in the Orchard.

The following cheques were then raised at the meeting:

£57.00 to EE Home Broadband in respect of the Internet Service for August and September 2021.

£34.45 to HDC in respect of the emptying of the dog bin Oct, Nov and Dec 2021.

£200.00 to Pat Cochran in respect of Litter Warden duties for August and September 2021.

£1,171.00 to the Barns Green Playing Field and Village Hall Trust in respect of £1,210 for Public and Employees Liability Insurances and £500 for the maintenance of the playground as agreed at the November 2020 meeting.

£1,877.50 to Remember When UK in respect of the final payment for the refurbishment of the Red Kiosk.

£1,043.67 to the Clerk comprising of £977.68 salary for August 2021 and £65.99 expenses.

£1,066.88 to the Clerk comprising of £977.68 salary for September 2021 and £89.20 expenses.

87 Correspondence – there was no correspondence that required actioning.

88 Highways

1. Valewood Lane – urgent flooding and drainage issues – this has already been covered in County Cllr Amanda Jupp's report.
2. Operation Watershed – the Clerk reported that she has written to four Contractors and sent a Scope of Works to them and is now awaiting quotes.

89 Red Telephone Kiosk – update

The Clerk reported that the Red Kiosk is almost ready to be returned.

The Clerk said that she has written to three members of the Barns Green Sports and Social Club Committee to ask them to confirm exactly where the Red Kiosk is to be installed outside the Club and has sent them the specifications regarding the installation of the Red Kiosk and details of the electricity feed to the Kiosk. The Committee will also look at getting quotes for the work.

Action

90 Annual Village Meeting – Monday 4th October 2021.

The Chairman reiterated that this is a meeting for the village that the Parish Council organises. The Agenda will be as follows:

- 1) Inspector Ben Starns will give an overview of his work in the parish.
- 2) Ian Walker will give an update on the Neighbourhood Plan and the Referendum on the 18th November 21.
- 3) Bill Bailey will give an update on the Projections for the Jubilee Field.
- 4) Ben Woodman from the Field Committee of the Trust will give a talk on the Playground and Trim Trail.
- 5) James Sheppard will give an update on the renovated Red Kiosk and the Parish Emergency Plan.
- 6) AOB Session.

The Clerk will make sure that the Parish Council is compliant with Covid Regulations regarding holding large Meetings and do a Risk Assessment. The Clerk will look into the cost of a Thermometer Digital Gun and will purchase hand sanitisers. The Clerk will also request at the door, that there will be a preference for attendees to wear masks.

Action

91 AOB

1. Cllr Sarah Peay said that it would be good to look at the positive things that the Parish Council has achieved and should we look again at the original Parish Plan to see how much has been achieved over the years.
2. The Chairman said that sometime ago we looked at Parish Wardens, the costs and what they do. The cost would be £70k per annum for two wardens for a fixed period of two years. We did decide at the time that their job role did not meet the requirements of what we need for our parish. As this is the case, the Chairman said that she thought that it would be a good idea to invite our two PCSO's to a meeting in the future. All agreed.

Action

92 Date of Next Meeting

Monday 25th October 2021. There being no other business the meeting closed at 9.40 pm.