

ITCHINGFIELD PARISH COUNCIL

Monday 28th March 2022 in the David Francis Room of the Village Hall

Present:

Cllr James Sheppard – Vice-Chairman who will be chairing the meeting.

Cllr Sanjeev Joshi

Cllr Brian O'Connor

Cllr Sarah Peay

The Clerk Jan Critchley

District Cllr Tricia Youtan

County Cllr Amanda Jupp

29 Apologies for Absence – were received from the Chairman Penny Simpson, Cllr Richard French, Cllr Alan Peers and Cllr Alan Strudley.

30 Minutes of the last Meeting

The Minutes of the last meeting on 28th February 2022 had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Vice-Chairman.

Action

31 Matters arising from the Minute

1. Fingerpost at the Top of Westons Hill – the Clerk contacted Julian Francis and he said that has made some enquiries and will be getting back to the Clerk shortly with a quote.

Action

32 Open Session for Members of the Public – No members of the public were present.

33 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/21/2427 – Mr and Mrs Chris Angell, Rose Cottage, Itchingfield – Proposed single storey extensions to front side and rear elevations – amended plans

This application was discussed at the IPC meeting of 22nd November 2021 and was refused due to the excessive size, (100% increase in floor area) and the detrimental effect on the street scene view of the proposed development on what was a rural cottage. The applicant has shaved 0.5 metre off the overall width of the proposed extension and HDC has permitted the extension.

DC/22/0312 - Ms Yen Chang. Wildacres, Bashurst Copse, Itchingfield - Erection of two-storey and single-storey rear extensions with associated alterations, including rear balcony and roof terrace.

Itchingfield Parish Council recommends this planning application for approval.

DC/22/0350 - Mr Ian Stripp, 8 Trout Lane, Barns Green - Single storey building forming a garage and including a gym and shower/toilet area within the rear garden area.

No. 8 Trout Lane is a semi-detached property set back from the kerb side of Trout Lane. The proposed development mirrors a similar, but slightly smaller structure in the rear garden of No.7 Trout Lane and Itchingfield Parish Council would prefer to see hipped gable ends per the structure at No. 7 Trout Lane to minimize the visual impact and to be more sympathetic to the original design of the existing run of cottages in this semi-rural part of Barns Green. That said, Itchingfield Parish Council recommends this planning application for approval.

DC/22/0482 - Mr Martin, Marlands House, Plumtree Cross Lane, Itchingfield -Fell Tree T1, Ash, due to Ash die back: Fell Tree T2, Field Maple, damage at base/decay; Fell Tree T3 Poplar. Reason not visible on application form.

Itchingfield Parish Council has no comments and leaves this decision to HDC's arboriculturist.

The Clerk to send representations to HDC.

Action

34 Report by County and District Councillors –

District Council Tricia Youtan gave the following report:

1. Tricia reported that the Water Neutrality issue reigns supreme so fewer planning applications are being submitted and those that are being submitted need to prove Water Neutrality. Needless to say, the Developers are not happy with this. Natural England and Southern Water need to come up with a solution.
2. Tricia said that she had attended a Police and Crime Panel meeting last Friday and HDC has been assured by Katy Bourne that there will be extra police to be allocated in West Sussex and the local Inspector Ben Starns and Chief Inspector Leadbetter are well aware of the issues at Kingfisher Farm.

County Cllr Amanda Jupp gave the following report:

1. Amanda said that she was pleased to report that the highways repair on Westons Hill had finally been carried out on the 24th March 2022 after she had chased up this issue with the Director of Highways. WSCC closed the road to do the repair and diverted the traffic down Fulfords Hill and unfortunately large lorries have now damaged the hedges and cracked the edge of the road in Fulfords Hill.
2. Amanda said that Cllr Richard French had been in touch with her regarding the difficulties with reporting highway issues on 'Love West Sussex'. Amanda has spoken to the Cabinet Lead Member of Highways at WSCC and was informed that 'Love West Sussex' is being updated shortly so there should be an improvement within the next six months.
3. Amanda reported that the 22/23 Budget has been approved by full Council, but going forward the next few years will be a struggle due to inflation and this will have an effect on Adult Social Care.
4. Amanda said that the WSCC Transport Plan 2022-2036 is in its final draft and will come up for adoption on 1st April 2022.

35 Highways

1. Valewood Lane – urgent drainage issues – it was reported that the vegetation has now been cut back in Valewood Lane, but there are still on-going issues with the drainage.
2. Operation Watershed – Having submitted the Operation Watershed Application Form – Sue Furlong has written back stating:
“As part of the application process the WSCC liaise with their drainage colleagues in the Flood Risk Management Team. They have informed us that currently there are discussions with Horsham District Council Planning regarding surface and foul water management on Kingfisher Farm site. These discussions could impact and involve this stretch of drainage network that Landbuild scheme is proposing. With these discussions in mind, we have been asked to defer the decision on the Valewood Lane Clayfield Farm Operation Watershed Application to the next round in May 2022. We understand that the Parish Council application is addressing an existing highway drainage issue but feel that the short delay would not impact any scheme delivery and will be in touch nearer to May’s decision point to update the Parish.”

- 36 **Local Traffic and Roads** – Cllr Richard French had circulated a proposal document for Speed Indicator Devices for the Parish Council to review. As Cllr Richard French could not be at this meeting tonight, the document to be discussed at the next Parish Council Meeting in April.

Action

37 Accounts for Payment

There are eight payments to be paid.

£28.50 to EE Home Broadband in respect of the Internet Service for March 2022.

£290.26 to Vision ICT Limited in respect of Website Hosting Annual Subscription from May 2022 to April 2023.

£78.00 to Vision ICT Limited in respect of the Biennial Fee for the gov.uk domain from May 2022 to April 2024.

£34.45 to HDC in respect of the emptying of the Dog Bin for April, May and June 2022.

£29.99 to Cut My Plastic in respect of the replacement of the sheet of plastic for the Parish Council Noticeboard in Chapel Road.

£100.00 to Pat Cochran in respect of Litter Warden duties for March 2022.

£1,050.28 to the Clerk comprising of £977.68 salary for March 2022 and £72.60 expenses.

£934.02 to HMRC in respect of Employers and Employee Tax for January, February and March 2022.

- 38 Correspondence**
1. An email had been received from Fiona Christer who heads up the 'Barns Green Cobra Team', a team of volunteers who made an incredible difference during the pandemic and who have raised over 14k from sales from the 'Mask Tree' and made donations to many worthy causes. The 'Mask Tree' is now going to be replaced by a Cobra Community Friendship Tree to be planted on the Village Green which the Cobra Team is going to fund and the team would like to use the remaining funds from the Community Volunteer Hub Fund to be used to purchase a plaque for the tree. The Clerk to ask Fiona to check the criteria for using the remaining funds of £103.26 for this purpose. The Parish Council agreed to meet any shortfall costs if any. **Action**
 2. A letter had been received from the Air Ambulance Charity Kent Surrey Sussex requesting a grant of £500.00 to help towards their mission of saving lives and ensuring the best possible outcomes for patients. It was proposed by Cllr Sanjeev Joshi to give a grant of £750.00, seconded by Cllr Sarah Peay, agreed unanimously. A cheque for £750.00 to be raised at the next meeting in April 2022. **Action**
- 39 Clerk's Salary**
- The Parish Councillors to considered the Clerk's Salary with effect from 1st April 2021 using the recommendations made by the National Association of Local Councils. It was proposed by Cllr James Sheppard that the Clerk's salary be increased to £15,073.80 per annum with effect from 1st April 2021, seconded by Cllr Sanjeev Joshi, agreed unanimously. **Action**
- 40 Red Telephone Kiosk – update**
- For clarification, the Defibrillator that is currently sited outside the Village Hall is owned by the Parish Council and the servicing and maintenance of the Defibrillator is paid for by the Parish Council and carried out by BEAT. The Defibrillator is shortly going to be relocated from its current position to its new place inside the Red Kiosk to make it more visible day and night as the Red Kiosk will be illuminated. **Action**
- 41 Queen's Platinum Jubilee – June 2022**
- In her absence the Chairman had sent the following update:
1. The Platinum Jubilee Mugs are to be ordered shortly and the competition is running at the Barns Green School to design a Logo for the other side of the mugs.
 2. It was decided that the Platinum Jubilee Flag will be flown from June 2022 onwards.
- 42 Communication**
- The Clerk has made enquiries regarding the signing and approval of Minutes and received a response from Andy Beams from Mulberry & Co who provide direct support for the WSALC. He stated:
"The formal acceptance and signing of the minutes process the Parish Council are currently doing is completely correct and follows the requirements of the Local Government Act."
- 43 AOB**
1. Cllr Sarah Peay reported that Footpath 1601 that runs from directly opposite the Queens Head Public House going up towards Sumners Ponds is extremely narrow and very muddy. The Clerk to contact the WSCC Access Ranger to have a look at it. **Action**
- 44 Date of Next Meeting**
- Monday 25th April 2022. There being no other business the meeting closed at 8.50 pm.