

ITCHINGFIELD PARISH COUNCIL

Monday 23rd May 2022 in the David Francis Room of the Village Hall

Present:

Cllr Penny Simpson - Chairman

Cllr James Sheppard – Vice-Chairman

Cllr Richard French

Cllr Brian O'Connor

Cllr Sarah Peay

Cllr Alan Peers

The Clerk Jan Critchley

County Cllr Amanda Jupp

District Cllr Stuart Ritchie

59 Apologies for Absence – were received from Cllr Alan Strudley and District Cllr Tricia Youtan.

60 Minutes of the last Meeting

The Minutes of the last meeting on 25th April 2022 had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Chairman.

Action

61 Matters arising from the Minute

1. Minute 47:1 – Fingerpost at the Top of Westons Hill – Julian Francis confirmed that he has made progress and will be getting back to the Clerk shortly with a quote for the work.
2. Inspired Villages – Despite the fact that this company did not consult the Parish Council regarding a planning application that they submitted within our parish which the Parish Council subsequently refused, but has now been granted outline planning permission, the Clerk is still receiving emails from Inspired Villages wanting to come and present their plans to this Council. The Parish Council to send a strong letter in response.

Action

Cllr Stuart Ritchie arrived at 8.05pm.

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

63 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/22/0795 - Hook Farm House, Itchingfield - Removal of existing sand school and installation of a tennis court with fenced enclosure, for domestic use only.

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

DC/22/0796 – Firwood House, Bashurst Hill, Itchingfield - Replacement of existing brick retaining entrance walls with stone filled gabions and installation of gates.

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

DC/22/0828 – Fulfords Farm, Fulfords Hill, Itchingfield - Erection of a 3-bay garage building with storage room.

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

DC/22/0868 – Hook Farm House, Itchingfield – Variation of Condition 1 of Planning application DC/21/1000 approved 24/01/2022 – ‘For the demolition of existing single storey stables building. Construction of a part single storey/part two storey building to accommodate yoga studio, meditation room, first floor home office and store with associated hard and soft landscaping works.’

Itchingfield Parish Council has no objections to this planning application and recommends it for approval as long as the proposed building remains ancillary to the main building.

64 Report by County and District Councillors –

County Cllr Amanda Jupp gave the following report:

1. Nathan Balchin of the WSCC Local Transport Improvement Programme Team has now provided me with a revised scheme following the conclusion of the first consultation on the proposed crossing at Chapel Road, Muntham Drive and Two Mile Ash Road, as well as that at Two Mile Ash Road and The Hordens. The proposed revised route reflects comments raised by the school, community and parish council. Further consultation will take place with other stakeholders after

- the end of May. I have given my support to this revised scheme and asked that adequate signage be included. Amanda Jupp will circulate a copy of the changes.
2. Highways have purchased two Velocity road patching machines to proactively seek and fill potholes before the regular inspections by Highways teams. The initiative is part of a two-pronged “attack” on potholes, with the innovative Velocity system used in addition to the traditional inspection/repair regime. The Velocity Road Patchers are used to fill potholes [sizeable enough](#) to need filling under safety criteria but also to repair defects likely to further deteriorate and reach that level in the near future. When selecting routes to attend, the teams focus on those with the highest, historic pothole numbers, to try to optimise value for money and results. In the first four weeks of the 2022/23 financial year, the two road patching machines completed just over 1,100 repairs and treated approximately 3,000sqm of the highway network.
 3. Dementia Action Week which took place from 16th to 22nd May, highlighted the importance of diagnosis for people who may have symptoms of the condition and those who may be waiting for a diagnosis. In 2020, it was estimated that 16,650 people had dementia in West Sussex and by 2030, this figure is estimated to rise to 22,450. However, research by Alzheimer’s Society has shown [diagnosis rates falling to a five-year low](#). A wide range of free sessions for members of the public were organised across West Sussex throughout Dementia Action Week and further information is available on the [Carers Support West Sussex website](#).
 4. West Sussex Safeguarding Adults Board has just published its [Three Year Strategy 2022-2025](#), on the West Sussex website; it also includes the 2022/23 Annual Business Plan.

Action

District Council Stuart Ritchie gave the following report:

5. Stuart said that when the Water Neutrality issue gets resolved it is going to create a hiatus. There is a risk that some applicants submitting planning applications will challenge the District Council on the grounds of non-determination whilst the District Council is in the process of finalising the Local Plan. The hope is that the Water Neutrality issue will point to the fact that the District and other areas are not able to take high levels of development that have been previously proposed.
6. Stuart said that a recent press release issued by HDC reported that Toni Bradnum, HDC Cabinet Member for recycling and waste had visited the Mechanical and Biological Treatment (MBT) plant at Langhurst Wood. The MBT plant was brought about by a partnership between BIFFA and the WSCC and has helped reduce the amount of waste in the District from 30% to 9%. Stuart said that if anyone is interested, then visits can be arranged through BIFFA to go and look at this plant.

65 Highways

1. Valewood Lane – urgent drainage issues: It was suggested that Southern Water be contacted to see who we need to contact with regard to getting the water tested. Cllr James Sheppard said he will contact Southern Water.
2. Operation Watershed – Cllr Brian O’Connor said that he has been in contact with Sue Furlong at WSCC for an update.
The Valewood Lane project cannot currently be accepted for Operation Watershed because HDC will not give permission to Kingfisher Farm for the plans unless they pay for repairs to the drainage system. The Fulfords Hill project is held up because the Parish Council are waiting on WSCC to get in touch with Landbuild with regard to obtaining details from David Exwood
The good news from Sue Furlong at WSCC is that the money is available for the projects within Operation Watershed to go ahead once the issues have been resolved.

Action

66 Local Traffic and Roads

Cllr Richard French gave the following update:

1. 28 April - attended Sussex Police Summer Road Safety Zoom call; SPCC previewed campaigns and mentioned selection based on data to make the most of limited capacity.
2. 03 May - submitted SIDs scheme proposal to Steve Douglas of WSCC Highways; SD will be leaving his position but will hand over to successor (Amanda Jupp mentioned having directed this to Alan Hazely pending assignment of the person to replace SD)
3. Follow-on from April PC meeting: Bashurst Hill - using Community Highway Scheme as a platform to propose a change to speed limit; first step is consultation, with responses to form part of evidence to support need for the Scheme, which will initially be submitted as a Traffic Regulation Order application. Application must pass multiple criteria to be granted so getting through will be a challenge. Aim to get consultation feedback turned around in time for end July submission deadline; publicise consult via direct mail, traditional and social media; Annual Village Meeting (11 July) as last publicity before finalising submission case.
4. Use of @itchroads (Itchingfield Local Traffic and Roads Twitter site) to publicise various relevant

issues during April/May

5. During May - submission of 3 reports to Love West Sussex; 2 of these were inspected today and WSCC Highways works items (pothole repairs) raised

67 Accounts for Payment

1. There are ten payments to be paid.

The following two cheques were raised out of meeting:

£168.80 to The Woodland Trust in respect of the purchase of trees for the Queen's Platinum Jubilee.

£2,400 to DMH Stallard in respect of professional fees for planning advice.

The following cheques were raised at this meeting:

£21.00 to Barns Green Village Hall in respect of hall rental for the April Meeting.

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

£20.00 to Roy Tingley in respect of strimming the verge by the railway crossing.

£555.00 to Graham Hill in respect of installing base for Red Kiosk.

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

£1,080.89 to the Clerk comprising of £1,004.95 salary for May 2022 and £75.94 expenses.

£135.00 to Waterstones in respect of book tokens for the school competition to design a logo for the Queen's Platinum Jubilee Mugs.

£4,387.90 in respect of the Direct Debit payment to the PWLB.

68 Correspondence

1. A letter of thanks had been received from KSS Kent Surrey Sussex Air Ambulance Charity for the Parish Council's donation.
2. A letter has been received from Kev Leonard who runs the Barns Green Youth Football Club asking whether the Parish Council owned or knew of any land that maybe suitable for the Club to use or rent to set up a pitch. It was suggested that Kevin write to the Field Committee of the Trust who are already looking into this matter.

Action

69 Red Telephone Kiosk – update

The Clerk is still waiting for a date for Defibrillator to be moved and once she has a date confirmed she will contact BEAT.

Action

70 Queen's Platinum Jubilee – June 2022

1. The Chairman reported that the Jubilee Mugs had arrived with the logos designed by two children from Barns Green Primary School. The Chairman said that she had delivered the prizes of book tokens to the school for the winners and runners up and a few extra ones for those that participated. The Chairman said that she has written an article for the BIG MAG
2. The Chairman reported that the trees have been ordered for the Queen's Platinum Jubilee.
3. The Jubilee Flag has also arrived.

71 AOB

Cllr Richard raised the following points:

- a. Funding opportunities
 - b. HDC Climate Fund
 - c. SPCC Safer in Sussex Community Fund
1. Cllr Richard French said that there are opportunities to direct funding to community-identified/conceived projects – a chance for people/groups at Parish level to have a real influence over use of allocated resources to create a benefit at a local scale (Climate- or Safety-focused themes)
 2. It was agreed that Cllr Richard French set out a proposal for the Parish Council to give air time to and promote take-up of these Fund schemes; potentially give input or facilitate where this may encourage groups considering a submission; suggest helping public awareness of Funds on offer by mention on Itchingfield Parish Council communication channels.

Action

72 **Date of Next Meeting** – Monday 27th June 2022. There being no other business the meeting closed at 9.38pm.