

ITCHINGFIELD PARISH COUNCIL

Minutes of the Meeting held on Monday 22nd October 2018.

Present:

Cllr Penny Simpson – Chairman
Cllr Victoria Barrett
Cllr Brian O'Connor
Cllr Sarah Peay
Cllr Alan Strudley

The Clerk Jan Critchley
County Cllr Amanda Jupp
District Cllr Patricia Youtan

- 122 Apologies for Absence** were received from Cllr Sanjeev Joshi, Cllr Alan Peers, Cllr James Sheppard and Cllr Matthew Treasure-Jones.
- 123 Minutes of the last Meeting**
The Minutes of the meeting were then approved, accepted and signed by the Chairman. **Action**
- 124 Matters arising from the Minutes**
1. Minute 110:1 - Operation Watershed – ongoing.
 2. Minute 110:2 - Oak Tree on the Village Green – the Clerk is still waiting for a full Arboriculturist Report from Chris Stark, Area Highways Manager at WSCC.
 3. Minute 110:6 - Replacement Fingerpost at the bottom of Westons Hill. This is now almost completed and many thanks were given to Cllr James Sheppard for all his work on getting this replacement fingerpost installed.
 4. Minute 110:7 Broken Village Gateway in Trout Lane – The Clerk had written to Russ and Claire Parkes and applied to the WSCC regarding the approval to re-site the replacement Gateway.
 5. Minute 110:8 – Wellcross Aerodrome – Cllr Brian O'Connor reported that he had met with Chris Dacey who owns the Aerodrome. He explained that the pilots should follow set courses when they take off and land and if they ignore this then they are at risk of being banned from the landing strip. It was decided to keep monitoring this and if residents have concerns then they should report these concerns directly to the CAA. **Action**
 6. Minute 119.:2 – Application for a Roundabout at Barns Green crossroads. County Cllr Amanda Jupp reported that this application has not been accepted, but the WSCC is looking at other ways to manage the area to make it safer.
 7. Minute 120:2 – Royal British Legion Silhouette – The Clerk reported that Julian Francis will install the Silhouette onto the top of the oak tree stump on the village green when it arrives. The Clerk also reported that she has ordered an extra wreath and 6 large poppies to put around the base of the tree stump. **Action**
- 125 Open Session for Members of the Public**
There were no members of the public present.
- 126 Kingfisher Farm Planning Appeal** – the Chairman gave the following update in Cllr Sanjeev Joshi's absence:
The Chairman said that the Appellants have lodged an application with the High Court for leave to appeal the decision of the Planning Inspector. The reason that the Parish Council have been kept in the loop is because the Parish Council had Counsel at the Appeal. The Clerk has received notice that this Judicial Review will be on the 7th November 2018, but the Appellants have sent a request for an adjournment. The Clerk will liaise with Cllr Sanjeev Joshi and HDC with regard to whether the Parish Council should have any objection to this request. **Action**
The Police are dealing with the matter of a recent spate of posters which had appeared in the village. They are treating the matter as a hate crime.
- 127 Planning Applications**
1. New Applications
DC/18/2074 – Mr. and Mrs. A. Strudley – Troutbeck, Trout Lane, Barns Green – New entrance lobby and rear ground floor extension. Interior changes on ground and first floors.
Cllr Alan Strudley was asked to leave the meeting and took no part in the discussion. Itchingfield Parish Council has no objections and recommends for approval.

The Clerk to write to the Planning Department with the above representation. **Action**

128 Neighbourhood Development Plan

The Steering Group are still waiting for the government to agree the methodology of deciding Housing Needs numbers which is holding up the progress of the Neighbourhood Plan. The Steering Group will be meeting tomorrow so there will be more of an update at the November meeting.

129 Report by County and District Councillors

County Cllr Amanda Jupp gave the following report:

1. Amanda said that following on from the Clerk's email to Chris Stark at WSCC regarding the ditch being restored along Two Mile Ash Road opposite Coombdale where the road has been repaired, she said she will chase this up. **Action**
2. With regard to Two Mile Ash Road, it was reported that there are quite a few dips in the road which are dangerous. Amanda suggested that photos are taken and sent to Chris Stark at WSCC. The Clerk to do this. **Action**

District Cllr Patricia Youtan gave the following report:

1. Patricia said that as we are coming up to the May elections next year many say that they are interested and delighted to get involved, but when it comes to finding prospective District Cllrs it is not easy. One convention is that you have to put people up for every single available seat.
2. Patricia asked the Parish Cllrs whether they knew about a lady who has set up camp illegally on land between Baystone Lane and Christ's Hospital Station. No-one had heard. Patricia said that it is up to Christ's Hospital to issue a formal complaint before HDC can take any enforcement action.

130 Accounts for Payment

There were seven payments.

The following cheque was drawn out of meeting: £54.00 to Barns Green Village Hall Committee in respect of the Neighbourhood Plan Meetings on 3rd and 17th July 2018 and the Parish Council Meeting on 23rd July 2018. The following cheques were then drawn at this meeting: £22.00 to EE Home Broadband in respect of the Internet Service for October 2018. £225.80 to Glasdon UK in respect of the purchase of a new grit bin to be sited at the bottom of Fulfords Hill. £155.98 to Office Outlet in respect of stationery. £80.00 to Pat Cochran for Litter Warden duties for October 2018. £980.06 to the Clerk comprising of £895.22 salary for October and £84.84 expenses. £843.76 to HMRC in respect of Employees Tax and Employers NI for July, August and September 2018.

131 Correspondence

1. The Clerk said that she had received a letter from Jim Martin, Chairman of the Village Trust, thanking the Parish Council for the funding of the recent erection of fencing around the village green.
2. The Clerk said that she had received an email from Anna Brems at SSALC regarding the May Elections next year stating that the earliest day for Parish Council AGM's is 13th May and the last day is 21st May 2019. The Clerk said that she will book the AGM for Monday 20th May 2019. **Action**
3. The Clerk had received an email from Morag Yorke regarding a footpath 1626 being ploughed over. The Clerk said that she had written to the Public Rights of Way Officer.
4. The Clerk had received an email from Will Jones, Arboriculturist Officer at HDC, regarding the liability of our Parish-owned tree stock, in particular the Parish Council's responsibilities for inspecting trees to ascertain whether they might be safe. It was agreed that the Parish Council has a duty to have a tree survey carried out for the Ancient Woodland at a later date. This to be discussed further with the Woodland Trust of which the Parish Council is a member. In response to this email Cllr Brian O'Connor said that he felt that both the District and County Cllrs should be asked to provide the Parish Council with a definitive map showing the areas of land owned by the authorities and therefore responsibility for the inspection and maintenance of trees and overgrowing lighter growth. Cllr Victoria Barrett said that she knows of a contact at HDC who will be able to assist with a map. Cllr Victoria Barrett to send the Clerk the details. **Action**

132 GDPR – General Data Protection Regulations -

The Clerk to check that all Cllrs are able to use their gov.uk email addresses. The Clerk to check that HDC, WSCC and SALC have these new email addresses. Cllr Sanjeev Joshi to update further at the next meeting.

133 Highways/Emergency Planning

Highways – The Chairman read out a summary of the Barns Green Traffic Group Report. The main points were as follows:

1. The Traffic Group are chasing WSCC Highways for plans for the school crossing. The WSCC has indicated it was likely to be from Muntham Drive to Chapel Road. The school

- have not had any applications for a school crossing Warden to date.
2. The Traffic Group have agreed with the Simon Simmons for another Twenty Plenty Campaign this autumn. This will again feature children designing posters with a prize giving on the morning of 13th December 2018. The Clerk to purchase the prizes. **Action**
 3. The winning posters will be put onto A2 size posters and put near the four 'Traffic Gateways' into the village. Ten smaller posters to be put near and around the school. The Traffic Group plan to change these posters approximately three times a year.

Emergency Planning – No report.

Litter – Nothing to report.

134 AOB

1. The Chairman said that she attended the Village Trust AGM and was so pleased and proud to hear report after report thanking the Parish Council. As Cllr Sanjeev Joshi is not always able to attend the Trust Meetings, Cllr Alan Strudley agreed to step in and be our Parish Council representative on the Trust.
2. Cllr Sarah Peay mentioned that the Parish Noticeboards in Itchingfield are looking a bit tired. The Clerk to check all the Noticeboards to ascertain what improvements could be made. **Action**
3. Cllr Sarah Peay mentioned that two of the developments at Waterfarm have had swimming pools installed which have outlet pipes going out onto the nearby fields. Cllr Sarah Peay to give details of the properties to the Clerk so that she can contact Enforcement at HDC. **Action**

135 Date of Next Meeting – Monday 26th November 2018. There being no other business the meeting finished at 9.29pm.