



Minutes of a Meeting of Lynchmere Parish Council held

On Tuesday 1st April 2014 at 8pm in Camelsdale School

A Planning Committee meeting was held at 7.30pm - Attended by: S. McCallum, E. Hackett, & D. Pappa (See item 8).

Full Parish Council Meeting:

Present: Cllr. S. McCallum (Chairman) Cllr. S. Moore (Vice-Chairman) Cllr, Cllr E. Chant
Cllr. D. Pappa, Cllr. S. Bennett, Cllr. A. Thornhill, Cllr. E. Hackett, Cllr. D. Sellar.

In attendance: Clerk – K. Bain, County Cllr. – M. Brown.

1. Apologies: C. Duckworth.

2. Code of conduct – Declarations of interests - None declared

3. Visitors' Questions

C. Pooley asked about Wits End and the footpath issue.

The path to the woods has been used for at least 20 years and is currently blocked by the building works at the property.

It was also noted that the Council had received a complaint from another Parishioner about the path; the Clerk will write to the current owner of the property.

Highways will be contacted if the issue persists.

ACTION: CLERK

C. Pooley also asked whether the building works at the property were in line with the permission granted; the Clerk will contact CDC and ask for this to be checked.

ACTION: CLERK

4. Minutes - To agree and sign the minutes of the meeting held 4th March 2014

An amendment was made to pg. 6 Item 14 line-4:' S. Moore *asked*'.

The Parish Council and Grounds minutes were approved:

Proposed by S. Bennett, seconded by E. Hackett.

5. Matters Arising - Matters arising from the minutes - not included on the agenda

B2131 – The Clerk noted that the request for accident reports on the B2131 was probably not necessary to further the review of the road; M. Brown will be asked to speak with the relevant Highways officers to get this progressed. It was agreed that Councillors will try and compile a list of incidents for reference.

D. Pappa reported that the car issue reported at the last meeting had been dealt with.

6. County Councillor's report - M. Brown

~Operation Watershed will continue for a 3rd year as it has proved very popular.

~ Department of Transport has made £3.48m available to WSCC to compensate for flooding damage. This will be put towards ensuring that the A & B roads remain at the target of 95% OK; due to flooding they are currently at 93%.

~ Broadband – going well and although the original programme aim for the whole of West Sussex to get 24mb by 2015, has slipped, West Sussex has been ranked 11/41 on the priority list.

S Moore asked whether there was any information on the situation with the Liphook exchange; he did not have this information.

D. Pappa noted for the record that the broadband in Hammer Hill is almost non-existent.

~ To compensate for loss of central government funding (£124m has been saved over last 4 years and £128m needs to be saved over the next 4) WSCC has about 30 sites it is looking at using for building projects which include nursing homes, solar farms and a mix of social and other housing.

~S. Moore noted that there are a lot of ditches in the area which need work and asked if Highways could request these to be cleared. He noted that the majority of ditches were the responsibility of the landowner and also that the Cowdray estate has agreed to alter their farming practices in certain areas to try and alleviate water run-off.

7. District Councillor's report

~ CDC has ensured that the SDNPA put the TPOs into their conditions for the Celtique application.

~ Annual Parish Meeting – 1st May.

~All 3 Chichester beaches have been received Water Quality Awards and will be tested regularly through the summer.

~Sport Relief Mile was very successful

~ Sport in the Community will be taking place during the Easter holidays in Midhurst

~The Grange is very successful and offers a range of health and well-being services.

~Chichester College recently attained an outstanding Ofsted report.

~The work placement scheme has proved to be successful.

~S. Bennett asked why the new Council Tax bills had not been accompanied by information explaining the breakdown of the tax.

~ The Selsey fishermen were badly hit by the recent storms and are being compensated for loss of their tackle.

8. Planning

(i) Applications and decisions– 04/03/14-01/04/14

Applications

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>	<u>PLANNING COMMITTEE & FULL COUNCIL COMMENT</u>
LM/14/00638/DOM	Treetops The Old Quarry	Enclosure of car port to form workroom and gardeners toilet	No Objection providing that condition that building not at any point used as separate dwelling.
LM/13/04112/DOM/ LM/13/04113/LBC	The Ramblers Marley Lane	New vehicle gates to front boundary and landscaping	No Objection
LM/14/00626/DOM	Tralee Marley Lane	Erection of a wall approximately 2.5m high 1.0m from the edge of the highway to retain garden and parking area recently affected by landslip.	No Objection
LM/14/00775/DOM	38 School Road	Proposed double garage and store in place of existing single garage.	No Objection
SDNP/14/01180/TCA	Church Farm, Lower Lodge Road,	Notification of intention to reduce height by up to 8m on 4 no. Lawson Cypress trees (marked on plan as 1) and fell 1 no. Lawson Cypress tree (marked on plan as 2).	Tree warden to comment
SDNP/14/01177/HOUS	Waterhouse Cottage	Demolition of existing dilapidated garage and potting shed and construction of oak framed barn style garage, store and greenhouse	No Objection

Decisions

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>	<u>PC COMMENT/ CDC/SDNPA DECISION</u>
LM/13/03556/DOM	2 Gales Close	Use of existing integral garage as habitable living space	NO OBJECTION/PERMIT
LM/13/04021/DOM	Bargate House Marley Lane	Replacement vehicle and pedestrian entrance gates	NO OBJECTION/PERMIT
SDNP/13/05718/HOUS	43 Hammer Hill	Demolition of existing out house and conservatory and replacing with 6 metre extension to rear of property with flat roof.	NO OBJECTION/PERMIT
SDNP/13/05946/LDP	Clouds Hill Linchmere	Forward extension to principle elevation.	OBJECTION/REFUSED

8. Planning contd.

(ii) Other planning matters

S. Moore noted that she had been in contact with DCLG and had been advised that there are no plans to review the loopholes in the PDR legislation.

9. Neighbourhood Plan

S. McCallum had distributed a list of local groups and a summary information sheet for Councillors to use when meeting with groups. She asked that all visits should be completed over the next couple of months. The U3A and the Circuit Training were added to the list.

The survey results were also distributed to Councillors and it was agreed that these will be made available at the Annual Meeting on 24th April.

10. Finance

(i) Bank balances 24/03/14 – confirmed as: £76343.7

It was noted that this is a good near end of year balance.

(ii) Approval of payments & receipts for the period - 04/03/14-01/04/14

Payments made

TO	DETAIL	£	PAYMENT TYPE
K Bain	Salary Feb 14	On file	DD
Anvil	'Phone Feb 14	17.34	DD
A Davies	Petanque works (inv: 258)	1188.60	Bacs
A Davies	Maintenance (inv: 259)	1207.60	Bacs
A Davies	Camelsdale carpark (inv: 260)	4356	Bacs

Payments due

TO	DETAIL	£	PAYMENT TYPE
National Trust	Allotment rent Mar-Sep 14 (RR 328261)	100	Chq: 257
South East Water	Pavilion water 03/09/13- 03/03/14	22.60	Chq: 258
ProTec	Inv: 3744-Mar 14	60	Bacs
CDC	Cam Rec bin Apr-Jun 14 Inv: 430943529	65	Chq: 259
CDC	Burial Grd bin empty Apr- Jun 14 Inv: 430936493	67.60	Chq: 259
SALC	SUBS 14-15	609.03	Chq: 260
L Freeman	Litter picking Dec 13-Feb 14	216	Bacs:
S Poole	Litter picking Dec 13-Feb 14	216	Bacs
K Bain	Reimbursement for Hammer rec tank empty	165	Bacs
K Bain	Reimbursement for Pavilion LX 31/10/13-30/01/14	70.89	Bacs
K Bain	Definitive map copies	31.50	Bacs
K Bain	Postage & ink etc.	13.50/146.60	Bacs
Lynchmere Parish Council	Transfer from CO-OP to NatWest	12000	Chq: 261

10. Finance contd.

Receipts

FROM	DETAIL	£	PAYMENT TYPE
HMRC	VAT TO 05/03/14	1500.38	Bacs
CO-OP	Interest	11.63	Bacs
Luffs	Burial	197	Chq
Allotment holders - various	Renewals 14-15	100	
HMRC	VAT 06/03/14-10/03/14	446.01	

It was noted that the SALC sub seemed very high; the Council will monitor their communications with SALC and decide in April 2015 whether they think it is necessary to renew again.

All payments approved: Proposed by: S. Bennett, seconded by S. McCallum

(iii) Other financial matters

The Clerk noted that NatWest had offered £150 compensation to the Parish Council for the confusion and inefficiency over opening the new account. It was agreed this should be accepted.

The Clerk noted that she had not yet heard back from Lloyds about the new account.

It was agreed that after all cheques had cleared that the Co-Op account would be kept open, but only with a small balance of about £30.

A Finance Committee meeting will be held once the end of year accounts are complete.

11. Correspondence & Invitations - 04/03/14-01/04/14

FROM	DETAIL	ACTION
Celtique	Letter from Geoff Davies to Lucy Harding in response to Andrew Tyrie's communication	Noted – Some Councillors not sure they had seen this; the Clerk will check the email sent date.
SALC	Meeting with chief constable request for issues	No issues
WSCC	Safer West Sussex Partnership survey	Response by 11/4/14
CDC	Community Infrastructure LEVY Consultation	Councillors will send comments to S. McCallum by 23/4/14
CDC	Response to site meetings at St. Michael's & pavilion	See below
Sports pavilions	Initial draft drawings for pavilion	See below
David Egan	Request to do regular dog training at Camelsdale or Hammer	It was agreed that as building works will be taking place shortly, that it is not an appropriate time for this to start.
CO-OP	letter re current issues	Noted
Parishioner	Path to woods in Marley Lane	As item 3.
NALC	LCR Spring 14	Noted
Open Spaces Society	Newsletter Spring 14	Noted
Clerks & Councils direct	Newsletter March 14	Noted

-SDNPA Management Plan (on agenda 03/03/14) – S. McCallum asked Councillors to look at various sections: E. Hackett will look at design, E. Chant will look at Economy & Tourism and S. Bennett will look at Transport. Comments will be sent to S. McCallum.

11. Correspondence contd.

St. Michael's – it was noted that CDC officers have visited the site and have responded that a change of use application from Community use would be a lengthy process and may well not be granted as the site is not overly suitable for any development, mainly due to the restriction around the protected tree and overlooking from existing properties.

S. Moore has contacted a local estate agent to request a second valuation.

It was agreed that the Council would like to go ahead and try to purchase St. Michael's; once a second valuation is received, an offer purchase price will be decided and put to the trustees.

It was agreed that a sub-committee would not be formed to deal with this issue as it is of paramount importance and should involve all Councillors.

12. Grounds committee

(i) Hammer Recreation Ground

No further report although the Clerk noted that the long overdue bins had now been delivered, but had been left at the allotment site in error. CDC will be asked to move them ASAP.

ACTION: CLERK

(ii) Copse Road Recreation Ground

It was noted that the ground is nearly dry enough for a cut; A. Davies will do this.

Noted that A. Davies will move the bin by the gate to the allotment site.

ACTION: CLERK

Noted that some trees on the right hand side need chopping back or taking down. A. Davies will do this.

ACTION: CLERK

Noted that the playground is littered with feathers; the Clerk explained that A. Davies had already cleared most of the mess up; he had found a duvet nearby which was the cause; it is not known who the culprits are.

(iii) Camelsdale Recreation Ground

-A. Thornhill noted that the litter seemed a little better.

-No.2 Bellvue cottages has erected a new fence with a gate access onto the Parish Council land in the carpark; the Clerk has sent a letter through and will chase up a response as no access is permitted.

ACTION: CLERK

-It was noted that a number of New Road residents are fly tipping onto the Rec; this will be checked and residents written to.

ACTION: CLERK

-It was noted that one elderly resident's fence has fallen down; if his son cannot be contacted, the Council will offer to re-erect it.

ACTION: A. THORNHILL

-E. Hackett noted that the exercise lady was still interested in using the pavilion and was enthusiastic about proposed improvements; she has tried to contact the Clerk, without success. The Clerk has not had any contact for some months, so will try and contact her directly.

ACTION: CLERK

Petanque pitch

S. Bennett reported that the U3A team is very pleased with the pitch and will start playing after Easter.

Car Park - Noted that this had now been completed and paid for. There is still a lot of water in one corner, despite some ditch works being done; if it continues, further work will be necessary.

The sand spreading/ verti draining will take place shortly.

ACTION: CLERK

12. Grounds contd

Pavilion committee

The draft plans have been circulated; but no costings have yet been received. It was agreed that the 4th option is preferable as it provides more storage, but that much more detail is needed from the company if the Council want to proceed.

The Clerk has spoken with CDC and been informed that a small increase in roof height should not be an issue.

(iv) Allotments- Renewals are being received at the moment. The bin from Copse Road will be moved to the site.

The board backing should be up shortly.

ACTION: CLERK

(v) Burial Ground

Noted that the Memorial Garden needed clearing and that the bulbs were not growing at the moment.

The compost bin is now full – A, Davies will be asked to empty it and move the spare bin from the allotments to the ground.

ACTION: CLERK

(vi) Other properties

The Clerk reported that one of the litter pickers – Suzy Poole would not be continuing to 'litter pick'; Lisa Freeman has found a replacement, if required by the Parish Council. It was agreed that only 2 litter pickers are not sufficient to cover the whole Parish, so before a new person is taken on, A. Thornhill will meet with Lisa Freeman to ensure that she is covering the required areas. Word will also be put around to see if any local 'youths' want to take on the job.

ACTION: CLERK

13. Chairman's report No further report

14. Parish Matters

-E. Chant noted that the builders at 18 Heath Road are causing a lot of dust when cutting bricks on the roadside; it was agreed that if this persists, that Environmental Health could be asked to intervene.

ACTION: CLERK.

-S. Bennett reported that a number of residents in Marley Lane have received letters from the Water board – saying that it is too difficult to install water meters for their properties.

-D. Pappa noted that several residents are concerned about the work carried out by Cowdray on the land behind Hammer Hill estate. S. Moore reported that she has spoken with Cowdray and this should be dealt with.

-A. Thornhill asked for the saltbags in Hillside Road to be removed.

ACTION: CLERK

-A. Thornhill asked what was being done about the speeding in Camelsdale Road; this will be followed up.

ACTION: CLERK

-S. Moore asked if the PCSO should be asked to attend the Annual Meeting; it was agreed that she would invite an officer to attend.

-S. Moore noted that Heidi Hay is spending one morning a week in Fernhurst; she will be asked to do the same in Lynchmere.

NEXT MEETING: ANNUAL PARISH MEETING – THURSDAY 24TH APRIL 7 for 7.30pm – Camelsdale School

NEXT PARISH COUNCIL MEETING – TUESDAY 6TH MAY – 8PM Camelsdale School

SIGNED..... DATE.....

