

# WEST DEAN PARISH COUNCIL

## MINUTES OF A MEETING OF WEST DEAN PARISH COUNCIL HELD ON WEDNESDAY 2 JULY 2014 AT 7.30PM IN THE BOUDOIR AT WEST DEAN COLLEGE

**Present:** Cllrs. I. Odin (Chairman), Mrs. U. Cochrane, S. Corbett, K. Goacher, R. Hill, J. Ruffell, and A. Wheeler.

**In attendance:** Mrs. J. Martin, Clerk; County Cllr. J. Hunt; District Cllr. H. Potter; Mr. Philip Kirk, Agent, and Ms Ciara Williams, Assistant Agent, Smiths Gore.

### 25.14 Apologies for Absence

Apologies were received from Cllrs. D. Kendall (prior commitment) and Mrs. C. Slade (personal commitment). These were accepted.

### 26.14 Code of Conduct

- (i) Declarations of Interests – None.
- (ii) Dispensation Requests – None.

### 27.14 Public Session

No items were raised.

### 28.14 Minutes

On a proposal by Cllr. Hill, seconded by Cllr. Wheeler, it was unanimously **RESOLVED** that the minutes of the meeting on 7 May 2014 be **ADOPTED** following deletion of the words “an EJP tenant”. They were duly signed as a correct record.

### 29.14 Matters Arising not already on the Agenda

- (i) Future of West Dean Stores (Min. 18.14) - Mr. Kirk was hopeful that the Stores would re-open.
- (ii) Rural Broadband (Min. 19.14) – Cllr. Mrs. Cochrane’s email dated 02/07/2014 refers. The BT line service in Chilgrove was unreliable. In addition, mobile phone dead-spots discouraged business investment and made it difficult to live a modern life. The SDNPA was reviewing broadband provision within the National Park and WSCC was rolling out the Better Connected programme, but Kijoma was currently the only provider, with plans for further upgrades. County Cllr. Hunt would find out whether WSCC was working with the SDNPA and Kijoma. JH

### 30.14 County Councillor’s Report

Cllr. Hunt reported:

- (i) Rural Broadband – West Dean would be connected to the Singleton box. A survey would be done in the Autumn.
- (ii) Operation Watershed: Flooding on B2141 – a site meeting would not take place until August.
- (iii) Operation Watershed: Flooding on A286 by West Dean College – Mr. Ockwell was currently seconded to other duties, so Mr. Ed Dickinson would be asked to arrange the CCTV survey as soon as possible. JH/Clerk
- (iv) Chilgrove Park Road/Hog Common – currently being repaired and upgraded.
- (v) CLC Meetings – parish representation was poor unless there were specific local issues, so to improve attendance, WSCC invited suggestions for better communication. All
- (vi) Local Winter Management Plan 2014/15 and Salt Bins – WSCC had recently circulated a Parishes salt bin and hippo bag audit questionnaire. Mr. Speller had promised to replace the stolen salt bin in the correct position at the eastern end of Church Lane. Clerk

### 31.14 District Councillor’s Report

Cllr. Potter reported:

- (i) Lavant Valley Forum – since only Cllr. Potter and two other representatives had turned up to the last meeting, it had been cancelled. Amie Huggett had emailed all local councils to warn them that unless attendance improved considerably, Forum meetings would cease. All
- (ii) Goodwood Festival of Speed 26 – 29 June 2014 – despite the usual heavy traffic and tail-backs, the Festival had been a success and had substantially benefitted local businesses.
- (iii) Visit on 3 July 2014 by the Rt. Hon Nick Boles, MP, Parliamentary Under Secretary of State for Planning – Cllr. Potter would attend the meeting at East Pallant House, Chichester, to find out

what Nick Boles had to say on the subject of Housing Supply and Planning Matters. It was hoped that he would answer important local questions about housing numbers and supporting infrastructure within Chichester District.

- (iv) Proposed Housing Site between Stane Street (A285) and Madgewick Lane, Westhampnett – Cllr. Potter planned to attend a Developer’s Briefing on site on 7 July, where it was proposed to build 350 houses opposite the proposed Travellers’ Transit Site.
- (v) River Pollution Warning Signs – Cllr. Potter had kindly removed the signs and stored them at Manor Farm. The stakes were re-usable, but new laminated signs would have to be made if needed next year.

Clerk/JR

#### 32.14 Highways and Flooding

- (i) Fingerposts at Hylters Lane (Min. 14.14(i)) – under construction.
- (ii) Operation Watershed: Flooding on B2141 (Min. 14.14(ii)) – see Min. 30.14(ii) above.
- (iii) Operation Watershed: Flooding on A286 by West Dean College (Min. 14.14(iii)) – see Min. 30.14 (iii) above.
- (iv) Theft of Salt Bin on A286 by Manor Farm Min. 14.14(iv) – see Min. 30.14 (vi) above.
- (v) Local Winter Management Plan 2014/15: Completion of WSCC Questionnaire on Salt Bins and Bags – email dated 25 June 2014 refers. Cllr. Ruffell reported that last year’s untouched stock was still usable. Mr. Kirk promised that if salt stocks were exhausted over the winter, the Estate would supplement WSCC supplies. He would also purchase a replacement harness and if necessary, a wiring kit, to enable the SEWCREST spreader to be used on a West Dean vehicle. The Clerk had put him in touch with Mr. Nick Conway, Estate Manager at the W&D Museum, who looked after the spreader. WDE’s own spreader would be retained pending suitable snow clearance arrangements being agreed with the new WDE farming tenants.

Clerk  
Clerk

Clerk  
Clerk

Clerk/PK

- #### 33.14 West Sussex Strategic Transport Investment Programme: Proposed Extension of Centurion Way -
- Min. 14.14(v) refers. Cllr. Corbett reported that the SDNPA had lodged a pre-planning application, which could be viewed on their website. He and the Chairman had walked the proposed route, without prejudice, with Mr. Nigel James, SDNPA and David Kendall, who was affected by the proposal. The Parish Council and local residents were not named stakeholders. Following the site visit, Mr. James had proposed that the Parish Council lead discussions with WSCC, West Dean CE Primary School and other parties regarding a new A286 cycleway crossing. The SDNPA was prepared to meet the cost of this, to include the Parish Council working with consultants.

In response to questions about responsibility for maintaining the cycleway, the surface being poor between Lavant and Binderton, there was a plan to upgrade this stretch. To date, responsibility for repairs had been something of a grey area. Mr. Kirk added that the Estate’s lease of land to the SDNPA would include a maintenance clause.

The planning application would be considered in depth when received, if necessary at an Extraordinary meeting before the Parish Council next met on 10 September. It was unanimously **AGREED** that it was essential that no individual, business or other interested party in West Dean should be disadvantaged by the scheme should it go forward. It was perceived that the scheme as it stood would not be feasible without a safe road crossing on the A286."

SC

#### 34.14 Parish Council Involvement with West Dean CE Primary School Council

Cllr. Hunt declared a personal interest, being a member of the school Governors.

Cllr. Corbett had spoken to Mrs. Moss, who hoped to include working with the Parish Council in the curriculum, which might include a small group of school council members attending the Annual Meeting for Electors. It was unanimously **AGREED** that the Chairman and Cllr. Corbett would visit the school.

SC/IO

#### 35.14 Traffic Action Committee, including Community Speedwatch and SID

Cllr. Corbett had nothing further to add.

#### 36.14 Planning Committee

- (i) Chairman’s Report – since the last Parish Council meeting on 7 May 2014, the following had been dealt with:  
New Planning Applications:  
**SDNP/14/01966/FUL**  
Karova Farms Ltd., Brick Kiln Farm, Hylters Lane, Chilgrove, West Dean.  
Proposed new grain store.

Recommendation: *No objection.*  
Decision: *Pending.*

**SDNP/14/02197/FUL**

Karova Farms Ltd., Brooms Farm, High Street, Chilgrove, West Dean.  
Proposed new straw and farm machinery storage building.  
Recommendation: *No objection.*  
Decision: *Pending.*

**SDNP/14/02410/FUL**

Edward James Foundation, West Dean College, West Dean Park, West Dean.  
Siting of a sculpture (“The Artichoke”) within the grounds of West Dean College for a period of 4 months.  
Recommendation: *No objection. Comments received that it was a deserving project representing an important link with Edward James' legacy.*  
Decision: *Pending.*

**SDNP/14/02678/FUL**

Karova Farms Ltd., Farbridge, Preston Farm, Binderton, West Dean.  
Link building and service area.  
Recommendation: *Pending.*  
Decision: *Pending.*

**SDNP/14/02679/LIS**

Karova Farms Ltd., Farbridge, Preston Farm, Binderton, West Dean.  
Link building and service area.  
Recommendation: *Pending.*  
Decision: *Pending.*

Recommendations and SDNPA Decisions on older Planning Applications:

**SDNP/14/01134/FUL**

Mr. P. Renwick, Chilgrove Farm, Old West Dean Road, West Dean.  
Conversion of existing granary structure from office/workshop use to new one bedroom dwelling.  
Recommendation: *No objection.*  
Decision: *Pending.*

**37.14 West Dean Cemetery and St. Andrew’s Churchyard**

- (i) Table Tombs (Min. 17.14(iv)) – the Clerk had spoken to the new vicar and sent him a briefing email, which had been copied to Cllrs. Mrs. Slade and Ruffell. Cllr. Ruffell had since discussed this with Mrs. Wendy Goacher, Churchwarden. The Clerk would follow up.

**Clerk**

**38.15 Empowering Parish Councils to Sell Electricity**

E.mail dated 19 June 2014 refers. Noted.

**39.14 Finance**

- (i) Comparison of Budget against Expenditure 2014/2015 to date, including Bank Reconciliation – circulated with agenda (Appendix A).  
(ii) Approval of Payments 8 May – 2 July 2014 – (Appendix B).

<i>Parish Council</i>	£	
<u>Already Paid</u>		None.
<u>To be paid:</u>		
West Dean Ltd.	18.00	Room Hire for Parish Council Meeting on 02/07/2014. Cq: 101166.
Portsmouth Water	72.55	Cemetery Water Supply 01/07/2014 – 30/06/2015. Cq: 101167.
WSCC	456.32	Street Lighting 01/04/13 – 31/03/14. PFI Maintenance @ £34.57 per column. Cq: 101168. (Power invoice to follow)
Mrs. J. Martin	86.67	Proportion of Use of Home as Office 2014/15 (1/3 annual payment of £260).

Mrs. J. Martin

Cq: 101169.  
46.97 Imprest Reimbursement: 08/05 –  
02/07/2014 (Postage, Stationery and  
Travel). Cq: 101170.  
None.

Late Additions not on Schedule:

On a proposal by Cllr. Wheeler, seconded by Cllr. Hill, the above payments were unanimously **APPROVED**. Cheques were duly signed.

**40.14 Chairman's Report**

As it was the Clerk's last meeting, the Chairman wished her all the all best for the future and Cllr. Mrs. Cochrane made a presentation.

**41.14 Councillors' Questions and Reports**

None.

**42.14 Clerk's Report and Correspondence**

The Chairman received a Circulation File of items of interest (Appendix C).

**43.14 Date of Next Meeting**

The next meeting would be held on: **Wednesday 10 September 2014 at 7.30pm in The Boudoir at West Dean College.**

**44.14 Resolution to Exclude Press and Public**

Not necessary.

**44.14 Birthday Honours List 2015**

E.mail dated 18 June 2014 refers. The Clerk was asked to proceed with one nomination.

**Clerk**

**46.14 Appointment of New Clerk**

The Chairman and Clerk were actively pursuing the appointment of a new Clerk w/f 1 August 2014.

**IO/Clerk**

**Closure:** The meeting closed at 9.05pm.

Signed:

Chairman of the Council

**CIRCULATION FILE FOR – 8 MAY to 2 JULY 2014**

- (i) “Wellspring” – Issue 1 2014.