

**The Minutes of the Ordinary Council meeting of Lavant Parish Council held on Tuesday 9<sup>th</sup>  
December 2025 at 7:00pm in the Green Room, Lavant Memorial Hall.**

**In attendance:** Cllrs. Aldridge, Turner, Tucker, Quest, Mayhead, Goldsmith, Finley and Whincop.

**Also present:** Clerk.

**Public present:** 2

**195. Apologies for absence.**

WSCC Cllr Hunt; CDC Cllr Brookes-Harmer.

**196. Declarations of Interest and Dispensation Requests.**

a) Cllr Tucker declared an interest in planning application SDNP/25/04767/TCA - item 206a, as it is her next-door neighbour.

b) None

c) None

**197. Public Session.**

A member of the public raised an issue with the drainage next to the St Nicholas pedestrian crossing. He stated he had previously reported this to Cllr Hunt and was hoping to raise it with him at the meeting. Cllr Aldridge responded that the quickest way to report such issues and therefore encourage action to be taken, is to report issues directly through the WSCC website.

Cllr Aldridge offered to personally raise the issue with Cllr Hunt if the information is sent to him in writing.

A suggestion was also raised to create a path from the Memorial Hall to the war memorial; it was agreed that this be investigated further.

Nick Reynolds spoke about the ongoing concerns with the roads in the local area. He reminded the council about the proposal he submitted at the previous meeting, asking the council directly 'what sum has been allocated? (towards traffic calming measures). He reminded the council of the urgency needed for the works, stressing that the council should be acting now, rather than waiting 'years' for the highways to act. He cited that the council have the power to do signage; SIDs (Speed Indication Devices) and the ability to develop the landscape to encourage drivers to slow down.

Cllr Aldridge responded stating Lavant Parish Council are going to meet in the New Year to discuss the proposal in detail. He expressed that progress is being made: a quote has been sourced for a Speed Indication Device; a decision needs to be made on the location, as these need to be authorised by WSCC (Cllr Goldsmith added that they may need to be authorised by the police, too.) Locations have also been chosen for the village gates, and an application will be made for those shortly. Mr Reynolds expressed that he feels that these developments are not being communicated clearly enough.

**198. To receive and approve the minutes of the Parish Council meeting held on Wednesday 12<sup>th</sup> November 2025.**

The minutes of the meeting held on Wednesday 12<sup>th</sup> November 2025 were unanimously APPROVED.

**199. Update on outstanding actions brought forward from previous meeting.**

a) River Bridge project update – covered in the Chairman’s report.

**200. Brief Q&A from County Councillor on his report affecting this Parish.**

Cllr Hunt was not in attendance but shared his updates with the Clerk before the meeting:

Chilgrove Road speed limit - Following the refusal of a TRO due to costs, this project needs to be submitted as a CHS application. As Lavant are already preparing a CHS to address some of the speeding issues in the village, a second CHS application from the same parish would not be accepted. Chairman Cllr Aldridge has approached West Dean to see if they would submit an application, especially as a bulk of the road is in their parish. Cllr Hunt is now in communication with Will Degroot, West Dean PC member, and will be following this up with him after Christmas.

Operation Watershed Application - Fordwater Road – Chairman Aldridge is progressing this.

Red Lines - A286 southbound as you approach the village – apologies, this hasn’t been picked up yet, it will be shortly.

**201. Brief Q&A from District Councillor on his report affecting this Parish.**

Cllr Brookes-Harmer was not in attendance but circulated his report prior to the meeting (as attached at Appendix A).

**202. Chairman’s Report.**

Bridge project – The CIL Project Closure form has now been submitted to the South Downs National Park Authority. The footpath is being used quite actively and one or two people appear to be using the bridge, despite the mesh screening.

A quote has been received from Playsafe to add security fencing, tarmac path and timber retainer walls, as well as to replace the gravel removed back into the riverbed. The total cost of the work is £26,475 (ex VAT). Cllr Aldridge stated he is not convinced such high expenditure is necessary and proposes that the requirements are reviewed, as well as sourcing alternative quotes. If required to restore the gravel, Cllr Aldridge proposed that the original contractor is used, as he will do the work at a fraction of the cost. Playsafe have shared the contact of a Chichester based structural engineer (Archibald Shaw) and a quote has been requested.

Village Green user agreement - Cllr Turner reported that the updated Village Green User Agreement is nearing completion.

School Car Park - No further progress.

TRO B2141 – Cllr Aldridge and Cllr Tucker met with Gary Jannaway and Oliver King of WSCC Highways on 20<sup>th</sup> November; they were advised to resubmit the TRO under the Community Highways Scheme. As Lavant already has a CHS application in progress they are unable to submit a second until the first is closed. On this basis, West Dean PC have been asked if they will submit the application, which they have agreed to. Cllr Aldridge will complete the application and send it to West Dean for submission.

Operation Watershed applications - Three quotes have been received and WSCC will now decide which bid is successful. Final consent for the work is still outstanding from one landowner.

CHIL – It was proposed that a meeting be set with as many members of the council as possible, to discuss the proposal received at the last meeting from Nick Reynolds and Alan Taylor- as early in the new year as possible.

St Nicholas Road bus shelter - Drew Miller is going to quote for the full restoration of the bus shelter. A quote for supply and installation of a brand-new shelter of similar size is needed, to make a proper comparison on cost.

Cllr Quest added that, along with Cllr Turner, she is meeting with Darren Rolfe (?) to discuss potential support available with installing bus shelters. The meeting has been arranged through Dean Wadey- Manager of Partnership and Community Teams at West Sussex County Council.

Sycamore tree in St Nicholas Churchyard – a discussion took place regarding the dangerous Sycamore tree in St Nicholas Churchyard, overhanging a neighbour’s property. It was agreed that both Lavant Parish Council and the Parochial Church Council will press Chichester District Council for action.

Student Questionnaire - Cllr Aldridge reminded the council of a questionnaire circulated by the Clerk from a Master’s student who is researching into the Local Government Reorganisation’s effect on parish councils.

Local Plan – Cllr Aldridge mentioned that the report from Squire’s has been received, outlining the recommended amendments needed to the Neighbourhood Plan. Cllr Aldridge proposed that the Council request a quotation from Squire’s to see what the cost would be for them to undertake the reworking of the Neighbourhood Plan. The Council also discussed the need to investigate the development of wildlife corridors, as mentioned at previous meetings.

**203. CHIL & bridge expenses**

The expenses submitted to the Council by Nick Reynolds for printer ink and paper used in relation to work on both CHIL and the bridge project, were unanimously APPROVED.

**204. Finance.**

- a) Cllr Aldridge signed the previous month’s bank reconciliation.
- b) The listed payments (as attached at Appendix B) were unanimously APPROVED.

**205. Artificial Intelligence policy**

The Artificial Intelligence policy (as attached at Appendix C) was unanimously APPROVED.

**206. Planning**

**a) To comment on and review planning applications and decisions**

**Decisions received:**

SDNP/25/01816/HRA  
6 Heron Close, Lavant, West Sussex, PO18 0DR

Raise no objection

SDNP/25/01836/HRA  
44 St Nicholas Road, Mid Lavant, Chichester, West Sussex, PO18 0BS

Raise no objection

SDNP/25/01901/HRA  
19 Heron Close, Lavant, West Sussex, PO18 0DR

Raise no objection

**Decisions to consider:**

LV/25/02720/TPA - Tree Apps (TCA's and TPA's)  
Address: 19 Roman Fields, Chichester, West Sussex, PO19 5AB  
Proposal: Reduce height by 3 metres and widths (all round) by 2 metres and remove epicormic growth on 1 no. Beech tree (T160, tag 160), within Area, A1 subject to LV/08/00140/TPO.

*Lavant Parish Council SUPPORTS this application.*

Application: LV/25/02652/TPA - Tree Apps (TCA's and TPA's)  
Address: Land West Of 18 To 20 Roman Fields, Roman Fields, Chichester, West Sussex  
Proposal: Reduce height by 3m and widths by 2m and remove epicormic growth on 1 no. Beech tree(T50, tag 3651). Crown lift by up to 5m (above ground level) on 1 no. Beech tree (T47, tag 150). Both within Area, A1 subject to LV/08/00140/TPO

*Lavant Parish Council SUPPORTS this application*

Application: LV/25/02656/TPA - Tree Apps (TCA's and TPA's)  
Address: Land North Of Marchwood Gate, Marchwood, Chichester, West Sussex Map Ref: (E) 486294 / (N) 107336  
Proposal: Fell 2 no. Oak tree (T1-T2), 1 no. Prunus tree (T3) and 1 no. Laburnum tree (T5) . Crown reduce by 2m on 1 no. Cherry tree.

*Lavant Parish Council SUPPORTS this application*

Application: SDNP/25/04296/FUL  
Address: Yarbrook Farm, Chilgrove Road, Lavant, West Sussex, PO18  
Proposal: Extension to existing agricultural barn. This application is a full application following the refusal of a PNO application [SDNP/24/00976/APNB] which was for a new barn close to the road.

*Lavant Parish Council SUPPORTS this application*

Application: SDNP/04238/HOUS  
Address: Gate House, Lower Road, Lavant  
Proposal: Conversion of garage, replacement of porch door, replacement of tile hanging to garage gable with timber cladding and changes to fenestration.

*Lavant Parish Council SUPPORTS this application*

Application: SDNP/25/04767/TCA

Address: White Cottage, Pook Lane, Lavant, West Sussex, PO180AX

Proposal: Fell 1 no. Acacia (*Robinia pseudoacacia*) tree (T1).

*Lavant Parish Council SUPPORTS this application (Cllr Tucker refrained from voting as per 196a declaration of interest).*

Application: SDNP/25/04667/TCA

Address: Norton House, Lower Road, East Lavant, Chichester, West Sussex, PO180AQ.

Proposal: Fell 6 no. Conifer trees (forming hedge) (T1). Reduce height by 50% of 1. Holly tree (T2). Reduce height of privet hedge on either side of Magnolia tree, by 50% left side and by 1m on right side (T3).

*Lavant Parish Council SUPPORTS this application*

**207. Clerk's Correspondence**

After a discussion within the council, it was unanimously agreed to DECLINE the request from Rent Bell Tents Ltd to hire the Green to erect bell tents to offer alternative camping solutions at Goodwood event weekends. This decision was made on the basis that the Green is a public open space and cannot be 'hired'.

**208. Lavant Memorial Hall correspondence**

It was unanimously APPROVED to purchase a new bin (£198.36 ex VAT) for outside the Lavant Memorial Hall entrance. The Clerk is to check whether the bin is currently on the contracted list of bins emptied in the parish, and, if it's not, add it to the contract.

Cllr Tucker requested support from members of the council for the upcoming jumble sale at the Memorial Hall; sorting jumble on the 16<sup>th</sup> January and staffing the jumble sale on Saturday 17<sup>th</sup>.

**209. LVAA site registration**

Following Cllr Goldsmith's proposal (Appendix D), the Council resolved **UNANIMOUSLY** to formally declare the Lavant Allotments a Statutory Allotment Site.

**210. Traffic Management**

As discussed previously.

**211. Items for inclusion on next agenda.**

None.

**212. Date of next Lavant Parish Council meeting – Tuesday 13th January 2026**

There being no further business, the meeting closed at: 19:50pm

## Appendix A

### Lavant Parish council ward report December 2025

Report author: Joseph Brookes-Harmer  
Member for Lavant covering:  
Lavant, Funtington, West Stoke, East & West Ashling and Asdean parishes  
Email: [Jbrookes-harmer@chichester.gov.uk](mailto:Jbrookes-harmer@chichester.gov.uk)  
Telephone: 07368 410696

Welcome to the December edition of my ward report. Thank you for your hard work and dedication this year. Together we have delivered some significant projects and have continued to provide excellent support to our communities. I wish you all a wonderful Christmas and a very Happy New Year.

Residents and visitors can look forward to a season full of festive cheer, with a fantastic line-up of events taking place across the Chichester District. With everything from Christmas markets and concerts to family-friendly fairs, trails, and magical shows, there's something for everyone to enjoy!

#### Local Government reorganisation:

As a reminder, the Government's formal consultation on Local Government Reorganisation in Sussex can be accessed through the links below. The first link will take you directly to the survey.

Direct link straight into the survey:

<https://consult.communities.gov.uk/local-government-reorganisation/east-sussex-brighton-and-hove-west-sussex/consultation>

Link to overview:

<https://consult.communities.gov.uk/local-government-reorganisation/east-sussex-brighton-and-hove-west-sussex>

Link with summary and documents:

[www.gov.uk/government/consultations/local-government-reorganisation-in-east-sussex-and-brighton-and-hove-and-west-sussex](http://www.gov.uk/government/consultations/local-government-reorganisation-in-east-sussex-and-brighton-and-hove-and-west-sussex)

Letter from government to West Sussex council leaders:

<https://www.gov.uk/government/publications/local-government-reorganisation-letter-to-west-sussex-council-leaders>

The consultation is open until Sunday, 11 January 2026, and invites feedback from residents, businesses, and stakeholders on the proposals put forward by councils across the region. Please take the time to respond and encourage others to share their views. Your input will help shape the Government's final decision on the best way forward for Sussex.

### Local Plan:

The Chichester Local Plan 2021-2039 was passed earlier this year. This marks a significant milestone in shaping the future of the area, setting out a comprehensive vision for the area's economy; transport and housing needs; environmental and historic protection; community health and wellbeing; and cultural development. The council has worked incredibly hard to prepare and now adopt the new Local Plan, having faced several significant challenges, particularly around roads, wastewater, and water neutrality.

This means that the new Local Plan is now part of the Development Plan for the plan area (i.e. the part of the district which is outside of the South Downs National Park) and consequently forms the basis for the consideration of planning applications (along with other adopted Development Plan Documents, such as Neighbourhood Plans). It replaces the previously adopted Local Plan.

### Food waste:

Preparations for our new weekly food waste collection service are going well. The new service will be launched across the district from Spring 2026, with communal properties who share bins following later in the year. The November issue of initiatives will include a double page article, giving residents information on how the service works, what can be recycled and why separating food waste for recycling is so important.

Currently, about a third of the waste in the average household bin in the district is food. By collecting food waste separately, it can be recycled through Anaerobic Digestion – a process where food waste is broken down to produce biogas and bio-fertiliser and is a much more efficient and environmentally friendly way of processing. The new service is also expected to encourage residents to reduce their food waste, potentially saving around £20 per person per month. For tips on how to reduce your food waste please visit [www.westsussex.gov.uk/fightagainstfoodwaste](http://www.westsussex.gov.uk/fightagainstfoodwaste).

To help residents to prepare, we are encouraging everyone to download our free Chichester District App from either the Apple or Google Play store and turn on their notifications. This is the best way to receive regular, tailored updates about your bin collections. By turning on notifications, you can get reminders and updates specific to your collection schedule and stay up to date with information on the new service rollout. People can find out more about the app at: [www.chichester.gov.uk/chichesterdcapp](http://www.chichester.gov.uk/chichesterdcapp) This is a significant change that promises to bring substantial benefits to our district. We will keep you well-informed of our progress and provide more details as we approach the launch of the new service. You can also find out more at: [www.chichester.gov.uk/food-waste](http://www.chichester.gov.uk/food-waste)

### Energy-saving for homes:

Residents in the district who want to make their homes more energy efficient can now access a new website that allows them to develop a free personalised home improvement plan. Our free 'Energy Saving Plan Builder' website - <https://energysaving.planbuilder.co.uk> - enables residents to explore and customise the energy efficiency improvements that could be most appropriate for their home and budget. Please do encourage residents to take a look at this new tool.

The online tool is designed to support residents in taking the first step towards healthier, more comfortable homes that are cheaper to run and have a reduced carbon footprint. The

personalised plan provides estimated costs and savings for each measure, which residents can use as a starting point before seeking professional advice. On the website, householders can type in their postcode and select their property. Once they've confirmed that their property information is correct, the Plan Builder tool will create a summary of energy improvement ideas for their home.

Citizen's advice bureau:

Please do not forget about the drop-in service that is available to anyone who may need help and advice, this is available from East Pallant House that operates Monday-Friday 10.00-4.30 (available for drop-ins 10am-1pm)

Reporting incidents:

**Reporting Incidents**

Reporting a crime to the Police

*Is it an emergency?*

**Call 999** in emergency situations like these:

- there is an immediate danger to life.
- someone is using violence or is threatening to be violent.
- a crime is happening right now, like a house burglary or a theft.
- the suspect is still at the scene.

*If it's not an emergency*

Complete the online form. The report will be sent direct to the control room. [Report a crime | Sussex Police](#). Alternatively, you can call the non-emergency number: 101.

Noise, nuisance, and pollution incidents can be reported to Chichester District Council online at: [Noise, nuisance and pollution - Chichester District Council](#). This includes:

- air quality
- contaminated land
- pollution control
- bonfire problem,
- noise, nuisance and antisocial behaviour
- water quality

Environment Agency – Environment incident hotline (24-hour service). Tel: 0800 80 70 60.

Website: Environment Agency - GOV.UK

**To note:** It is important to always report incidents to the appropriate organisation. Not every incident will be actioned at the time of reporting, but it will always be recorded. In some instances, there may be a need for numerous reports to be received to establish a better understanding of the situation and the impact on the individual/community. But without the reports it will not be possible to establish this.

Events this month:

Priory Park Festivities: The Giant Willow Bauble sculpture installation is in place in front of the Guildhall giving a unique aspect and addition to our beautiful park. Local sculptures Two Circles Design have worked tirelessly to get this installed and ready for the festivities.

The Priory Park Christmas Panto: takes place over two weekends 5 to 7 and 12 to 14 December - delivered by seasoned panto professionals, The Priory Park Panto Experience is

a one-hour magical experience full of all the traditional pantomime ingredients with meet and greet opportunities.

Under 5s Storytelling - 9, 10, 16 and 18 December - Local storyteller Chris North will bring to life a variety of well-loved Christmas stories for little ones with plenty of interactive opportunities to join in including helping make the voices and sound effects!

A Relaxing Sound Bath, 11 December - An afternoon of deep rest. Be soothed by the sounds of the gongs and drift into a dream-like state of relaxation in beautiful surroundings.

A Festive Jazz Café, 16 December - a delightful mix of seasonal words and music with a jazz band, actors, poets and special guests plus refreshments and free mince pies!

La Diva Carol performance, 18 December – final details to be confirmed by the group so if interested please keep an eye out for more information.

Beatz & Bass, 19 December - A special DJ Night for 11-16-year-olds featuring local young, emerging DJs delivering the best sets

**Chichester Festive Markets:**

6 & 7 and 13 & 14 December – over 40 traders are coming to the city over the two weekends to showcase a variety of festive wares and seasonal gifts such as jewellery, art, natural skincare and cosmetics, toys, festive flowers & plants, Gin, Mead, Wine, pet accessories, with some food and drink. However, this year we are limiting the number of street food traders to encourage visitors to utilise the wonderful eateries and coffee shops within the city during the weekends.

**Let it Glow Illuminations:**

8 to 21 December – We are supporting the new Magical Winter Illuminations on the Cathedral's historic Bell Tower as it is transformed into a glowing canvas of creativity with a free immersive light and sound experience that will turn the historic Cathedral Green into a dazzling celebration of art, technology, and community – a hands-on experience for all ages. This has been part funded by UKSPF. More information is available at - Chichester BID Home - Chichester BID Chichester's Magical Winter Illuminations.

As ever, please do not hesitate to contact me if I can be of assistance.

Best wishes,  
Joseph

**Appendix B**

PAYMENTS

04/12/2025

Income since last meeting	Amount			
CL payment for bridge	£ 10,000.00			
<b>TOTAL INCOME</b>	£ 10,000.00			
<b>ACCOUNTS</b>				
Unity Current Account	£ 39,434.48			
Unity Savings Account	£ 405.75			
Redwood Savings account	£ 85,000.00			
<b>BANK TOTAL</b>	£ 124,840.23			
<b> earmarked reserves</b>				
EMR - Lawds	£ 839.45			
EMR Les Walk	£ 1,338.03			
EMR Youth Projects	£ 1,440.38			
EMR Watershed Grant	£ 57.22			
EMR Lavant Environment Team	£ 1,708.55			
EMR Sportfield Maintenance	£ -			
EMR Bench maintenance	£ 600.00			
CL UNALLOATED	£ 68,331.59			
CL Playground	£ -			
CL Traffic Calming	£ -			
CL Memorial Hall	£ -			
CL river bridge project	£ -			
<b>TOTAL EARMARKED</b>	£ 74,315.22			
<b>PAID SINCE LAST MEETING TO BE APPROVED</b>				
Hugobox	Monthly website fee	DD	£ 23.99	
Unity service charge	Monthly bank fee	DD	£ 6.00	
Scribe	Monthly accounting package fee	DD	£ 40.80	
NEST	Monthly Pension contribution	DD	£ 115.20	
<b>TO APPROVE AND PAY AFTER THIS MEETING</b>	<b>Services</b>	<b>Type</b>	<b>Amount</b>	
Tom Aldridge - reimbursement	Desal	BACS	£ 56.18	
Faye Joyce - reimbursement	HP Instant Ink subscription on 10 months (Jan-Nov)	BACS	£ 60.90	
WISC	Ger-K's salary	BACS	£ 1,521.43	
Hampton Garden and Landscape	Annual Great Ems cut and collect	BACS	£ 1,000.00	
Nick Reynolds	Bridge and CHLL expenses	BACS	£ 117.18	
Ernest Doe & Sons	Tractor service	BACS	£ 1,560.55	
<b>TOTAL TO PAY</b>			£ 4,316.24	

\*as of 04/12/2025

(£518 a month - price increased in June to £2.89 a month)

3 x £798 (£2397) = £2397

Bank Balance	£ 124,840.23
Less Earmarked reserves	£ 74,315.22
Less to be approved payments	£ 4,316.24
<b>GENERAL RESERVE BALANCE</b>	£ 46,208.77

## Appendix C

### Lavant Parish Council

#### 1. Purpose of This Policy

This policy explains how staff, councillors, contractors, temporary workers and consultants can safely use AI tools (like ChatGPT, Copilot, Bard, Bing, Grammarly and similar tools).

Our aim is to:

- Make sure AI is used safely and legally
- Protect people's personal information
- Keep our work accurate, ethical and secure

AI is changing quickly, so this policy will be reviewed every six months.

#### 2. What We Mean by "AI"

AI means computer systems that can do tasks that normally need human thinking.

Examples include:

- Chatbots and virtual assistants
- Tools that predict, analyse or summarise information
- Machine Learning
- Autocorrect, translation, or grammar tools
- Facial recognition tools
- Smart devices and monitoring tools

Some of these features may appear inside everyday software like email or video-calling tools.

#### 3. The Most Important Rule

**NEVER** put personal, sensitive, or confidential information into a public AI tool.

Do not enter:

- Names, addresses, contact details
- Case notes or personal stories
- Health information
- HR information or financial details
- Anything that can identify a person

Why?

Most public AI tools store what you type and may use it to train their systems. This means your data could appear in answers given to other users. This is a data protection risk.

#### 4. Traffic-Light Guide to Safe AI Use

##### **RED – Do Not Do This (High Risk)**

Never use AI for:

- Any personal data (even if the name is removed)
- Asking for advice about real people or real cases
- Making important decisions (e.g., hiring, funding, or assessments)

These actions break data protection laws.

##### **AMBER – Use with Care (Medium Risk)**

Allowed only if the information is fully anonymised:

- Summarising non-sensitive documents
- Writing newsletters or general communications
- Analysing feedback where all personal details are removed
- Brainstorming ideas

Before using AI, remove:

- Names → use [Person]

- Places and addresses → use [Location]
- Contact details
- Birth dates, ages, or anything that could identify someone
- Job titles that point to a single person (e.g., “the headteacher at [School]”)

**GREEN – Safe to Use (Low Risk)**

These tasks do not involve any confidential information:

- Research on public topics
- Learning new skills (e.g., Excel formulas)
- Improving your own writing
- Creating public images or posters

**5. Your Duty: Turn Off Data Training**

If you use a public AI tool, you must switch off data training in your account settings.

- ChatGPT: Settings → Data Controls → turn off “Improve the model for everyone”
- Google Gemini: [myactivity.google.com](https://myactivity.google.com) → turn off “Gemini Apps Activity”
- Microsoft Copilot (personal): Privacy → turn off model training for text and voice

This protects your information from being used to train AI systems.

**6. Accountability**

- Human responsibility: You must check all AI-generated content for accuracy, fairness and tone before using it.
- Transparency: If AI is used in a major way (e.g., a chatbot for service users), we will make this clear to the public.
- Compliance: Breaking this policy—especially the RED rules—may lead to disciplinary action.

**If you are unsure, ask the Clerk before using AI.**

## Appendix D

### STATUS OF LAVANT VALLEY ALLOTMENT SITE

#### Introduction

One of the duties of a parish council is *to deliver services such as allotments* (nalc) where demand exists. That demand exists in Lavant is proven by the fact that the Lavant site is fully occupied with a small waiting list of people wishing to take on tenancies. The land available for allotments was last increased to when the Lavant Down estate was built, since which time the amount of housing in Lavant has increased considerably, it is therefore unlikely that demand will decrease.

#### Background of the LVAA site

Allotments were first created in Lavant in 1856 after the loss by enclosure of the large areas of Lavant common land. Initially allotments were established on a small site off Hunters Race and in 1895 moved to the present site.

In 1957 the site was passed from the Goodwood Estate to Lavant Parish Council (LPC) who administered the site until 2002 when management was passed to Lavant Valley Allotment Association (LVAA). The allotment site is owned by LPC who lease it to LVAA for a peppercorn rent.

At present no documentation for either the transfer of the site from Goodwood to LPC or leasing of the site by LPC to the LVAA is available.

#### Present status of the allotment site

Allotment sites owned by local authorities can be designated as 'statutory' or 'temporary'. 'Statutory' sites are subject to some protection under the Allotments Act 1925, in that no site can be sold or repurposed without following a specific legal procedure.

'Temporary' sites have no security beyond the usual planning system requirements.

The long history of the Lavant site does not confer any legal status and at no point has any designation been made.

The status of the site can be made by LPC declaring whether it is 'statutory' or 'temporary' and formally recording the decision in the council minutes.

#### Proposal

The Lavant Valley Allotment site is of great value to over 60 families within the parish, not just for growing of produce but for health and wellbeing reasons. Additionally the LVAA provide a School Plot which educates local children in the joy of gardening.

On behalf of the Lavant Valley Allotment Association I would like to propose that Lavant Parish Council consider formally declaring the existing allotment site a '**Statutory Allotment Site**'.

Cllr Goldsmith  
8<sup>th</sup> December, 2025