

The Minutes of the Ordinary Council meeting of Lavant Parish Council held on Tuesday 14th April 2026 at 7:00pm in the Green Room, Lavant Memorial Hall.

In attendance: CLLRs. Aldridge, Turner, Tucker, Quest, Mayhead, Finley, Goldsmith.

Also present: Clerk, CLLR Hunt, CLLR Brookes-Harmer.

Public present: 0.

55. Apologies for absence

Cllr Whincop.

56. Declarations of Interest and Dispensation Requests.

a) None.

b) None.

c) None.

57. Public Session.

Nothing raised.

58. To receive and approve the minutes of the Parish Council meeting held on Tuesday 10th March 2026.

Following some slight amendments- as documented by Cllr Aldridge for the physical version and the Clerk for the online version, the minutes of the meeting held on Tuesday 10th March 2026 were unanimously APPROVED.

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

CLLR Hunt explained that he had reported concerns about the deteriorating condition of both Pook Lane and Fordwater Road. It was discussed that Fordwater Road is scheduled for resurfacing, however it is expected that the Operation Watershed works will take place first.

Cllr Aldridge raised reports that the County Council is facing a significant financial shortfall, described by some as a 'black hole' and questioned whether the council is being forced to sell assets.

Cllr Hunt expressed that there will be a budget overspend of approximately £20 million in the current financial year; explaining that this is due mostly to the large amounts having to be spent on social care. He stressed that the situation should not be described as a 'black hole' but rather a financial pressure that is being controlled and managed.

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

Cllr Brookes-Harmer shared his report, as attached at Appendix A.

It was questioned whether the plant in Horsham would still be used once the unitaries change or whether a new one would be needed, thus incurring even more costs.

Cllr Hunt responded that the anaerobic digestion facility is based in Horsham and will likely continue to serve a large area, regardless of the unitaries.

61. Chairman's Report.

Bridge project.

The Chairman reported that Drew Millar is going to price up the addition of upright ash boards spaced 100mm apart to comply with health and safety requirements.

It was noted that Cllr Quest has prepared “Bridge Closed” signs for use during the Duck Race.

School Car Park.

No further progress was reported. It was noted that a quote from Hamilton is still awaited.

TRO B2141

It was reported that the full result of the existing Community Highways application is still awaited.

Operation Watershed applications.

It was noted that the Council is still awaiting a response from Landbuild, in order to obtain a schedule of works and a timeframe. The Chairman anticipated that a further site meeting would be required.

St Nicholas Road bus shelter.

Cllr Aldridge reported that a start date is yet to be confirmed, but it is likely to be sometime in May.

Football Pitch.

It was raised that formal approval is needed to award the contract to George Sports Services – following an email discussion that agreed this quote appeared to be the most competitive.

Cllr Aldridge enquired with George Felton about his experience with non-chemical killers, but he does not use them as the cost is often so expensive. It was suggested that members of the Council investigate viable alternatives (and costs), before a decision is made.

It was mentioned that Harry or John Holt be contacted to provide advice regarding the pitch. It was also suggested that ascertaining which herbicide George Felton intends to use, would be useful, so that its suitability can be investigated.

Chris Turner is now approved as a signatory on the Football Foundation so an application for the next tranche of grant funding (£2,500) can be made, with a further £1700 available in June – all invoices will need to be collated for this application.

It was raised that the Council has been contacted by Assure Coaching who would like to rent the pitch for youth training during the weeks of 27th July and 3rd August – Monday to Friday 8am to 4pm. The football and cricket clubs have no objection. It was agreed that whilst the Council are happy for this to go ahead, investigation into the fees of other similar pitches should take place, to ensure an appropriate amount is charged.

Raughmere development.

No update was reported.

Trees.

Village Green: Chichester Trees have still not provided a quote, and it is anticipated that no work will now take place until the autumn.

The Chairman reported that Paul Cordle has delivered the trees, which have now been

planted, and that they are being watered at intervals.

The Council is awaiting the delivery of an additional lime tree, to fill the gap on the western side of the green.

LMH Car Park.

It was reported that discussions are ongoing with the LMH committee regarding improvements to lighting in the car park. A quote has been received to upgrade the existing lighting and to install two additional lights, one by the passageway and one at the rear of the Hub.

It was noted that a quote has also been obtained for solar lighting around the upper car park area; however, concerns were raised that this may not perform adequately during winter months. As a result, a further quote has been requested for hard wiring to support mains-powered lighting.

Tractor insurance

Cllr Aldridge noted that the insurance policy cost has only risen by £10 and, given that it's a specific agricultural policy, it was agreed that the Council should renew with Gallagher.

Village Fete

It was suggested that the Council should set up a display stand at the fete to showcase its recent work and achievements.

Cllr Aldridge proposed that councillors could take turns spending a short period of time manning the stand. Cllr Hunt suggested involving the Lavant Volunteers as part of this effort. It was agreed that the Council will use the Allotments gazebo again for the event.

CLLR Hunt left the meeting at 19:35pm.

62. Traffic management

It was reported that an email has been sent to Gary Jannaway regarding the non-reinstatement of bollards on Sheepwash Lane and beside Lavant Memorial Hall, following their removal after being knocked down by a vehicle. The email emphasised that the bollards had originally been installed to protect pedestrians and should therefore be replaced, as a matter of public safety.

CLLR Aldridge has also contacted West Sussex Highways, and has provided them with photographic evidence of damage caused to a wall on Pook Lane, opposite the pub. The incident was witnessed, and it is believed a claim is currently being pursued through the appropriate channels.

The correspondence highlighted that this incident demonstrates how unsuitable Pook Lane is for larger vehicles and reiterated the need for enforcement of both width and weight restrictions. In advance of the planned Operation Watershed road closures, Cllr Aldridge also stressed to West Sussex Highways that traffic should not be diverted along Pook Lane.

Cllr Finley reported that he has been investigating Speed Indicator Devices (SIDs) and will look into the types of devices currently in use in Boxgrove.

A draft letter prepared by Nick Reynolds, intended for West Sussex Highways regarding local traffic concerns, was discussed by the Council. It was agreed that the letter should be objectively developed to include evidence-based examples to support the Community Highways Scheme application and encourage progress.

Cllr Finley suggested submitting a Freedom of Information request to the police and/or emergency services to obtain data on traffic incidents and accidents within the village, in order to strengthen the Council's case. The Council were in favour of this idea and Cllr Finley will make the requests.

Regarding Traffic Management for the Lavant Highways Improvement Project, Cllr Turner reminded the Council that he must be copied in on all communications with WSCC Highways to ensure the correspondence log is properly maintained.

It was mentioned that a traffic management is taking part with Cllrs Aldridge, Finley, Turner and Tucker on Wednesday 6th May.

63. Finance.

- a) CLLR Aldridge signed the bank statement (of the previous month) and bank reconciliation from the online accounting package.
- b) The listed payments, as at Appendix B, were approved. It was noted that the breakdown of earmarked reserves requires updating following the allocation of £40,000 to traffic calming agreed at the March meeting. The revised earmarked reserves were proposed and AGREED as follows:
 - Traffic calming: £40,000
 - Bus shelters: £21,000
 - River bridge: £5,000

64. Planning

a) Planning Authority decisions received

SDNP/25/04781/HOUS

Yew Cottage, Town Lane, Singleton, West Sussex, PO18 0SP

Single storey extension to west facing elevation (renewal of permission

SDNP/21/04682/HOUS

APPLICATION WITHDRAWN

LV/26/00328/TPA

Land North Of Summersdale Lavant Road Chichester West Sussex

Reduce southern sector by up to 4m (close to boundary) on 1 no. Sycamore tree (T8).

Reduce southern sector by up to 1m (close to boundary) on 1 no. Oak tree (T9). Reduce

southern sector by 2m on 1 no. Sycamore tree (T10). All 3 no. trees within Woodland, W6 subject to LV/74/00636/TPO.

PERMITTED

SDNP/25/03719/LIS

The Great Barn, Pook Lane, Lavant, West Sussex, PO18 0A

Replacement of modern brickwork panels with flintwork. Re-thatching of existing roof ridge and internal alterations including replacement staircase and underfloor heating.

PERMITTED

SDNP/25/04238/HOUS

*The Gate House, Lower Road, East Lavant, Chichester, West Sussex, PO18 0AG
Conversion of garage, replacement of porch door and changes to fenestration.
Approved*

SDNP/26/00329/HOUS

*Norton House, Lower Road, East Lavant, Chichester, West Sussex, PO18 0AQ
Demolish existing wooden shed and erect new wooden shed and part glazed wooden framed
greenhouse.
Approved*

b) Planning Applications for confirmation or consideration

SDNP/26/00513/LIS

Location: 78 Langford Cottages, Chilgrove Road, Lavant, West Sussex, PO18 9HL
Application: Removal of internal wall

LPC makes no objection provided the status of the internal wall is clarified and Listed Building Consent is obtained for its removal if required.

SDNP/26/00451/HOUS

Location: The Great Barn, Pook Lane, Lavant, West Sussex, PO18 0AH
Application: Construction of 1 no. open sided timber garden 'breeze house' outbuilding and 1 no. timber garden shed

Support

SDNP/26/00731/HOUS

Location: The Rubbing House, Town Lane, Singleton, West Sussex, PO18 0SP
Application: Building of brick and flint gate piers.

Make no objection

65. Clerk's Correspondence

- a) The Council APPROVED a request for the use of the Village Green for a bouncy castle for a 30th birthday party on 27th June between 12:00pm and 6:00pm.

66. Fly-tipping

The appalling condition of Chalk Pit Lane was discussed. It was noted that the lane is a public road. Cllr Brookes-Harmer confirmed that he has contacted Chichester District Council regarding the issue and expressed that he would like to see CCTV installed in the area. It was agreed that West Sussex County Council, the South Downs National Park Authority (SDNPA), and the Environment Agency should also be contacted. Cllr Goldsmith and Cllr Whincop will take this forward.

Cllr Brookes-Harmer suggested that the Council should encourage as many residents as possible to report incidents via CDC's designated fly-tipping page on their website (<https://www.chichester.gov.uk/flytipping>).

It was agreed that this should be promoted in the Parish magazine.

It was also suggested that local media be contacted to raise awareness of the issue.

67. Fencing around bridge

As previously discussed.

68. Duck race

Cllr Quest reminded the Council that the annual Duck Race will take place on Sunday 19th April and that a road closure will be in place for the event.

It was mentioned that a request was made for the toilets at Lavant Memorial Hall to be made available for use during the event, with access limited to the disabled toilet and the remainder of the venue being blocked off. However, this request was declined by the Hall Committee. Cllr Aldridge will contact the Chairs of the Hall Committee, Rupert Burton and Ali Fordham, to discuss the matter further.

Cllr Quest requested use of road pins be used as markers to indicate where volunteers are entering and exiting the water, in order to guide participants safely as they move along the course. Cllr Aldridge will arrange this with Cllrs Quest and Turner.

It was also raised that there is another damaged picnic bench in the playground which may require replacement.

69. Lavant Memorial Hall correspondence

- a) It was confirmed that Astra Recycling would supply the recycling bin – as agreed at the October 2025 meeting.
- b) It was agreed that, providing it did not infringe on any parking spaces and was not on the green, the bin could be housed anywhere appropriate outside the Lavant Memorial Hall.

70. Items for inclusion on next agenda.

The Clerk reminded the Council that the Trust meetings for both LPRT and LVAA are scheduled for next month – meaning an earlier start of 6:30pm.

71. Date of next Lavant Parish Council meeting – Tuesday 12th May.

There being no further business, the meeting closed at: 20:19pm

Appendix A

Lavant Parish council ward report
April 2026

Report author: Joseph Brookes-Harmer

Member for Lavant covering:
Lavant, Funtington, West Stoke, East & West Ashling and Asdean parishes

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Welcome to the April edition of my ward report. There have been many different projects happening across the council and district over the past month. LGR, local elections, food waste and the 2026/27 budget plans form the largest percentage of the report for this month.

The handy guide to meetings that are scheduled for this month can be found at the end of my report.

Local Government reorganisation:

The government has delayed its decision on Local Government Reorganisation in Sussex, and will be consulting on two variations on the proposals already submitted.

The first proposed modification is moving Chichester District Council into a unitary with Crawley Borough Council, Horsham District Council and Mid Sussex District Council. Leaving a second unitary in West Sussex which would include Arun District Council, Adur District Council and Worthing District Council. The second modification would see boundary changes moving wards in Peacehaven and Saltdean from Lewes District Council in East Sussex to Brighton & Hove City Council. The consultation will take place after the elections - and a final decision is expected in the summer.

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

Letter from government to West Sussex council leaders:

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

Local elections:

Local elections have been reinstated- West Sussex County Council (WSSC) elections will take place on Thursday 7 May. This means that the pre-election period for these elections will start on 30 March 2026.

Residents urged to register to vote ahead of upcoming County Council election:

Residents in the Chichester District are reminded of key voting deadlines for the WSSC elections on Thursday 7 May 2026. To cast their vote in this election, people must be registered by midnight on Monday 20 April 2026. Registering only takes five minutes and can be done online at: www.gov.uk/register-to-vote. Residents who are unable to register online or who need additional support can contact Chichester District Council's Elections team to request a form or for other support, by calling 01243 521010 or emailing elections@chichester.gov.uk

Food Waste:

The brand-new weekly food waste recycling service is progressing well, to date, with over 25% of deliveries completed already. The delivery of a kitchen caddy and outdoor food waste recycling bin, which will include clear instructions on how to use the bins and how to check collection dates. Distribution of the new bins is due to begin throughout April-May in the Lavant ward.

This project is a huge undertaking, and I am asking residents to bear with us as we deliver caddies and bins to every individual property across more than 300 square miles. The service will be introduced in stages, with different areas coming on board over several months. Implementing a new service like this requires meticulous planning, but we are really pleased with the progress made so far. From March, all councils in England that do not already offer a food waste collection service must have one in place. This will be a significant change and promises to bring substantial benefits to our district.

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.

Budget plans approved by Full Council:

On 3 March, full council formally approved the 2026–27 budget, which sets out how we will continue protecting vital services while investing in projects that support our communities, local businesses, and the wider district economy. The budget includes a £5.74 annual increase for a Band D property – a 2.99% rise – bringing the average Band D council tax contribution to £197.80 per year, or around 54 pence a day, for more than 80 services delivered by the Council. This year's spending plan focuses on targeted, high-impact initiatives that benefit residents, businesses, and local places. It maintains funding for the Supporting You service, which provides essential help to residents facing financial, housing,

or wellbeing challenges. It also includes funding for the mandatory introduction of kerbside food waste collections; a top-up to the Housing Payments budget; funding for a county-wide Young People's Supported Accommodation project; resources to help implement the Renters' Rights Act; and additional support for a range of other services.

The budget also includes a one-off commitment for 2026–27 to continue projects previously funded through the UK Shared Prosperity Fund, including:

- Graffiti removal (£40,000) – Ongoing work to improve the appearance of public spaces.
- Events and evening/night-time economy support (£75,000) – to help deliver events that boost footfall and strengthen the night-time economy.
- Community cultural events (£30,000) – Continued investment in cultural activities that bring communities together.
- Business network building (£30,000) –to strengthen local business connections.
- Business grants (£150,000) – Funding to help businesses grow and innovate.

In addition, the budget allocates a further £250,000 for a small number of one-off strategic projects designed to strengthen community resilience and economic growth over the next financial year. Despite ongoing pressures from inflation, the cost-of-living crisis, and global uncertainty, the Council remains financially stable, debt-free, and able to deliver a balanced budget with a surplus. This stability allows continued investment in priority projects while protecting essential services. It is important to note that although the Council collects all council tax, only around 8% is retained by CDC. The remainder is distributed to West Sussex County Council, the Sussex Police and Crime Commissioner, and parish councils, each of which sets its own precept independently.

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.

Meetings for this month:

Tuesday 14 April, 9.30am Cabinet, Committee Rooms, East Pallant House
Wednesday 15 April, 9.30am Planning Committee, Committee Rooms, EPH
Wednesday 22 April, 9.30am DPIP, Committee Rooms, East Pallant House
Thursday 30 April, 2pm JECP, Training Room 1, East Pallant House

Events this month:

Cross and More- Sunday 26 April

We'll be curating and delivering our popular Cross Market and More events on Sunday 26 April; Sunday 5 July (which will be combined with the annual Summer Street Party), and Sunday 4 October.

The markets will run 10am - 4pm, with up to 45 traders attending. The Summer Street Party will also include parts of South Street, West Street, and use of the Cathedral Green! These popular events have welcomed thousands of visitors since being launched in 2021, offering an innovative and quality market for all tastes.

The markets offer an opportunity for local artisan creatives, designers and makers to showcase their work alongside delicious street food and drink vendors through the day. Visitors will be able to browse a variety of unique products, from textiles and jewellery to homemade prints, arts and crafts, and much more. The markets will also feature live entertainment from local musicians.

These events are part of our strategy to bring more varied markets to the city centre in response to public feedback.

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

Best wishes,
Joseph

