

The Minutes of the Ordinary Council meeting of Lavant Parish Council held on Tuesday 14th January 2024 at 7:00pm in the Green Room, Memorial Hall, Pook Lane, Lavant.

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

Also present: Clerk, CDC Cllr Brookes-Harmer; WSCC Cllr Hunt.

Public present: 1

1. Apologies for absence

None.

2. Declarations of Interest and Dispensation Requests.

None.

3. Public Session

No comments from the public.

4. To receive and approve the minutes of the Parish Council meeting held 10th December 2024.

The minutes were unanimously APPROVED by the Council. The Chairman signed the minutes as a true record of the meeting.

5. Update on outstanding actions brought forward from previous meeting.

- a) Electric Vehicle update – this is still being investigated with ‘Connected Kerb’ as to whether Lavant can be considered. Further discussion needs to take place around the necessity of the project. It was suggested that although there is not an immediate need for EV charging points, the intention behind installing them is for the likely future shift to electric vehicles and a rise in demand.
- b) River Bridge project update – costings are expected to be finalised by the end of the month. Progress has been made: the path has been cut from Marsh lane, through the back of the wood-out on the main riverbank outside Burches Hill.

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

Operation Watershed- still awaiting an update. However, the ditches were cleared out before Christmas. There is a meeting with the community road safety team on Thursday 16th January.

Devolution- The Government has published its White Paper on devolution, and its implementation appears to be moving quickly. Moving forward, all areas will become Mayoral Areas. West Sussex, East Sussex and Brighton and Hove have put in a combined expression of interest for the priority scheme to become a Mayoral Area.

A Mayoral Areas will cover a minimum of 1.5m people, and the mayor will eventually have powers, such as:

- Strategic planning (roads and infrastructure); transport (rail and road); economic development; skills training for 16+ (not including apprenticeships); fire and rescue; police.

If the bid for the Priority Scheme is successful, the next step will be to defer County Council elections to May 2026.

The proposed Government reform was also discussed. The proposal suggests that areas currently operating with two tiers (County Councils plus District and Boroughs) will become Unitary Authorities, with just one tier of Government. A minimum of 500,000 people will be required for a Unitary Authority. For this to happen, there will be no County Council elections in 2026, just the Mayoral elections. Following this, in May 2027 there will be elections for a shadow Unitary Authority which will

run in tandem with the County Councils and District and Boroughs up until May 2028. After this date, the shadow unitary will take over full control and County Councils and District and Borough Councils will no longer exist.

It was noted that localism is a priority amongst these plans and engagement with parish and town councils is planned to increase.

The link to the paper, which explains in greater detail, is listed in Appendix A.

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

CLLr Brookes-Harmer shared his report, as attached at Appendix B.

8. Chairman's Report

Allotments water supply - A permanent repair of the water supply is estimated to cost around £2000. It was proposed that this cost is paid through the Parish Council to save on VAT. It was also suggested that 50% of the net cost is paid by the Parish Council (approx. £800); this was unanimously APPROVED.

Dumping of Animal Waste - It has been suspected that the foul smell coming from somewhere along the B2141 (location to be investigated) is that of animal remains and/or waste, which could be being dumped/buried on the land. This will be investigated and reported on accordingly.

Football Pitch report- (for the Football Foundation) is in progress. It is anticipated the Parish Council will earn in excess of £400 in hire fees for the pitch this season.

Marquees on the green – A request has been made for a wedding party to erect a marquee on the Green in October. At that time of year, there are concerns the ground will be soft and more susceptible to damage. It was proposed that, moving forward restrictions are put in place to limit any marquees for private use to be restricted to 3m x 6m; this was unanimously APPROVED. This decision was made to both protect the ground from damage and to ensure the Green remains an open space for all.

It was noted that the wedding booked last year for August 2025, with permission granted to use a marquee, will still be honoured.

CHIL north – a meeting will be set-up to introduce CLLR Finley to the project, and then introduce the idea to the rest of the village.

School Car Park- No progress to report.

B2141 Chilgrove Road TRO request - the detailed assessment scored sufficiently to progress to a Traffic Regulation Order moderation where speed data and assessment criteria will be moderated by a panel of traffic engineers. In addition, the Road Safety Team have been requested for comments to support the proposal.

Parish priority statement – this is complete now; it will be shared with the full council for review. The Neighbourhood Plan is valid until 2031 but with changes in legislation, it is now out of date. The original planning consultant used to help create the original document, has been contacted and the Council has agreed to employ his services to adjust the Neighbourhood Plan accordingly. It was suggested that there should be a grant to support funding this.

9. Finance.

The payments list (Appendix C) was UNANIMOUSLY APPROVED.

10. To comment on and review planning applications and decisions

- SDNP/24/04919/HOUS

Location: Hill House , Pook Lane, Lavant, West Sussex, PO18 0AD

Application: Loft conversion over existing garage with rear dormer and front velux.

After consideration, the Council SUPPORTED this application.

- SDNP/24/04546/FUL

Location: St Marys Church, Church Lane, East Lavant, Chichester, West Sussex, PO18 0AH.

Application: Installation of handrail along the west side of existing driveway.

After consideration, the Council SUPPORTED this application.

It was decided that updates on whether applications have been approved/declined should be reported on at meetings, to then go into the minutes.

It was suggested that the Lavant Parish Council website could provide a link to current planning applications; it was decided that the Clerk would investigate further.

11. Clerk's correspondence

The Parish Council unanimously decided to DECLINE a request to use the village green for a marquee for a wedding in October. Following previous discussions around the use of marquees on the green, it was UNANIMOUSLY AGREED that to protect the integrity of the green being a public space for all to use, and to protect the grass on the green, marquees be limited to a size of 3m x 6m. The clerk will respond to the wedding applicant.

12. Playground repairs

The quote from Playsafe for the Churchmead Close play area repairs (Appendix D) was unanimously APPROVED.

It was suggested that the funds could come from unallocated CIL money; the Clerk is to follow up on this.

13. Items for inclusion on next agenda.

- Wildlife corridors

14. Date of next Lavant Parish Council meeting – 11th February 2025.

Signed

Date

Appendix A

<https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth>

Appendix B

Chichester District Council
Lavant Parish council ward report
January 2025

Report author: Joseph Brookes-Harmer

District Councillor for Lavant, Funtington, West Stoke, East & West Ashling and Asdean

Email: Jbrookes-harmer@chichester.gov.uk

Telephone: 07368 410696

Welcome to the January edition of your ward report.
Firstly, Happy New Year! I hope you all managed to have a good rest.

Waste Prevention Community Grant Fund:

West Sussex County Council, in partnership with Biffa, has launched a new Waste Prevention Community Grant Fund designed to empower local community groups, schools, charities and social enterprises to take innovative steps in reducing waste. The grant fund aims to provide support for community organisations to deliver new or expanded waste prevention and reuse initiatives resulting in a reduction in household waste.

Applications to the fund should focus on reducing waste at its source, reuse and repair, food waste prevention or community waste prevention engagement. Grants of up to £5,000 will be available for eligible projects delivered across West Sussex in 2025-26. Applications open on Monday 13 January. For more information on eligibility and how to apply, visit the Waste Prevention Community Grant Fund webpage.

Community orchard initiative:

We have also opened the second round of the Tree Chichester District scheme's Community Orchard initiative. Community groups and parish councils are being encouraged to apply for a share of the £9,000 funding by 17 January 2025 to help pay for trees and items such as stakes, cages and tree ties. The funding will be issued on a first come, first served basis —

and all planting must be completed by the end of March 2025. Those wishing to apply should request an application form by emailing: treescheme@chichester.gov.uk

Chichester District Council App:

If you have your notifications on, personalised updates can be received on waste and recycling collections. This means that updates can be received if crews are running late, and it allows notifications of planned changes to collections. The app also allows people to view their personalised waste and recycling dates and provides recycling advice and helps you to identify which items should go in which bins.

Thousands of residents are already benefitting from this service. The app allows you to complete 'Report It' forms for issues such as street cleaning and fly tipping, or even to request a new bin. It also allows you to find your nearest facilities, such as recycling centres, car parks and public toilets. To access this, all you need to do is visit either the Apple app store or the Google Play store and search for the Chichester District Council app. You can also find out more about this at: www.chichester.gov.uk/chichesterdcapp

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)

Workplace Health:

This month our Workplace Health Advisor will be offering NHS Health Checks, Wellbeing Check ins including Blood Pressure Checks at Lavant Primary School, St Wilfred's Hospice, Chichester Cathedral, Petworth GP surgery and CDC Depot.

Events:

January Farmers' Market:

The New Year kicks off with the first Chichester Farmers' Market on Friday 17 January with the "Feel Good Friday" theme again. In addition to the regular traders with a

range of their seasonal produce and delicious offerings to entice shoppers, the market will once again, after the huge success of last year's offer, be joined by a range of support organisations and charities such as the CDC Wellbeing Team, Citizens Advice Bureau, Fitness clubs, Nutrition Experts and Mental Health advisors. We appreciate that the period after the Christmas festivities can be challenging for some of our residents, so we wanted to ensure that there is plenty of advice, support and guidance, easily accessible to them in the city centre. There is also a rumour of a "flash mob" making an appearance!

Vegan Market:

We welcome back the popular Vegan Market to East Street, Chichester on Sunday 26 January between 10am to 4pm. Following the success of the two Vegan Markets in 2024 we continue to fulfil the requests for a vegan offering in Chichester for 2025. Having worked with the operator we are pleased to see them return to Chichester and this will be the first of two markets in 2025, the other date being Sunday 21 September (for you to note in diaries). The Vegan Market promotes all things vegan not just food and drink including such other things as sustainable living products, cruelty free cosmetics, and support for ethical charities. As some of you have already experienced it doesn't matter if you're vegan or vegetarian, or just curious, they guarantee a delicious day out.

All the Ingredients for Sustainable Success:

This business event will take place on 29 January, and we will be delivering it in partnership with Chichester College. The aim is to celebrate the district's incredible food, drink, and hospitality sector by showcasing some of the food and drink produce made here whilst helping the sector improve their sustainability. There will be a lineup of businesses talking about their approach to sustainable growth. Businesses will be able to gain fresh insights; connect with businesses to expand their knowledge, and build their network of contacts across the sector.

We will be encouraging businesses to grow sustainably by connecting with local suppliers and hospitality leaders while minimizing their carbon footprint. There will be the opportunity for businesses to strengthen ties with the college, explore their state-of-the-art facilities, and discover how their programmes are shaping the future of food and hospitality. Businesses will learn how the 'Great British Food Programme', finds ways to promote the best British food and drink producers to the export market.

As always, please do not hesitate to contact me if I can help in any way.

Best wishes,
Joseph Brookes-Harmer

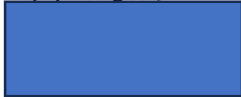
Appendix D



PLAYSAFE PLAYGROUNDS LTD

The Cart House, Goldrings Farm, Elsted Marsh,
Midhurst, West Sussex. GU29 0JS
Tel: 01730 815472 Fax: 01730 815872
E-mail: info@playsafeplaygrounds.co.uk

Lavant Parish Council



Ref: 43924 R1

10/01/2025

QUOTATION – Churchmead Close Play Area

Quotation Summary Sheet

Toddler Swing replacement	£3,362.00
Play equipment repairs	
Toddler multi play unit	
Junior swings	£597.00
Climbing unit repair, surfacing	
All items as listed below	£4,230.00
Embankment slide surface repair	
All items as listed below	£1,311.00
Additional Embankment slide surface	
All items as listed below	£1,299.00
Multi Goals refurbishment	
All items as listed below	£1,058.00
Fold Down bollard	
All items as listed below	£254.00
H/S documents and welfare	
All items as listed below	£470.00

Quote total for all above works = £12,581.00 + VAT

All prices are excluding VAT and valid for 21 days.
Terms: 30 Days Nett



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responsible forestry
FSC® C007915

Toddler swing Replacement

Remove existing toddler swing
 Remove existing DDA seat and set a side for future reuse
 Break out foundation as needed
 Supply and install:

Single Bay 'Premier Type' Swing – Toddler (Product Code - 124 C2)

Single bay 2400mm high 'Premier Type' robinia timber swing set manufactured by [Dylan Group](#) with the following features –

- 140mm minimum Ø timbers;
- 1 x toddler cradle seats;
- Heavy duty stainless steel swing hanger bars;
- Stainless steel chains as standard;



Supply and lay Black wetpour @40mm rubber round patches around the swing legs.

Fit previously removed DDA seat

Reinstate damaged landscape with screened seeded topsoil

£3,362.00 +VAT

Play equipment repairs

Toddler multi play unit:

- Tension all loose fixings as required
- Sand off all sharp edges

Junior flat seat swing:

- Supply new and replace worn out oilite bushes and d-shackles
- Cut out approx. 1 sqm of wetpour rubber,
- Lay approx. 1 sqm new black wetpour rubber

£597.00 + VAT

Climbing unit repair, surfacing

Break out 2 no rotten timber posts
 Supply and install 2 no play grade softwood treaded wood posts
 Dismantle 4 no Tyres and remove from site
 Supply and install 4 no part worn tyres.
 Remove all perimeter timber edging
 Remove approx. 49sqm 150mm depth existing bark surface
 Level up existing soil
 Chase cut perimeter edge into grass
 Supply and lay 2 layers of geotextile membrane
 Supply and lay approx. 49 sqm @40mm depth Safamulch rubber surfacing
 Remove all waste from site to appropriate waste management facilities
 Dress perimeter edging with screened seeded topsoil

£4,230.00 + VAT

All prices are excluding VAT and valid for 21 days.
 Terms: 30 Days Nett



Embankment Slide entrance surface

Uplift and remove from site approx. 3 sqm of mulch surfacing
Dress up tree roots with type 1 stones to level up surface
Lay single layer of geotextile membrane
Lay approx. 3 sqm @40mm depth of Safamulch rubber surfacing
Dress perimeter edging with screened seeded topsoil

£1,311.00 + VAT

Embankment slide surfacing

Chase cut perimeter edge both sides of the slide 1m away from the slide
Chase cut perimeter edge 1,5m in front of the slide
Lay double layer of geotextile membrane
Lay approx. 10 sqm @40mm depth of Safamulch rubber safety surfacing to both sides and front of the slide
Dress perimeter edging with screened seeded topsoil

£1,299.00 + VAT

2 No Multi Use Goals

Remove 2 No basketball white mesh boards including loops and discard to appropriate waste management site
Sand down all posts and cross bars (currently painted in Green)
Apply single coat of primer
Apply 2 coats of paints (Client to confirm colour)

£1,058.00 + VAT

Fold Down Bollard

Remove existing damaged Fold Down Bollard
Supply and install into concrete foundation new Fold Down Bollard
Supply and install combination padlock and set up code 1234 or clients provided

£254.00 + VAT

Prelims / Site Setup

Provide small works 'site specific' health and safety documentation, including insurances, RAMS, accreditations and certifications
Secure working area
Provide welfare facilities for duration of works

£470.00 + VAT

General Site

On completion clear site of all surplus materials and waste

All prices are excluding VAT and valid for 21 days.
Terms: 30 Days Nett



Our installation

All works (including ground works) are undertaken by our 'in house' installation teams working to detailed specifications. Our staff are DBS checked, trained and skilled in both the works and H&S requirements, which enables us to hold valid certificates in:

CHAS, Constructionline and SMAS.

SafaMulch™ Safety Surfacing

Supply and lay the following areas of **coloured SafaMulch™** bound rubber mulch safety surfacing, complete with a double thickness geotextile membrane underlay when laid over grass/soil.

All perimeter edges will be trenched out and the rubber surface edges will be laid below surrounding ground levels, dressed with soil on completion and seeded. This will create a smooth transition between rubber surface and surrounding grass surfaces.



SafaMulch is available in 8 x standard colours which can be blended together if required.

SafaMulch has a 5 year Guarantee as standard to all new safety surface areas – full Ts & Cs available.

All prices are excluding VAT and valid for 21 days.
Terms: 30 Days Nett



The mark of
responsible forestry
FSC® C007915

PLAYSAFE PLAYGROUNDS LIMITED

TERMS AND CONDITIONS

1. The Client is the Client named overleaf. The Contractor is Playsafe Playgrounds Limited.
2. These terms and conditions form part of the quotation. The quotation, once accepted, will form a contract between the Client and the Contractor.
3. Time is not of the essence. The date agreed for completion is subject to alteration in the event of delays occurring for reasons beyond the control of the Contractor including, but not limited to, inclement weather, strikes or lock outs affecting the Play industry, or additions or variations to the works described in the quotation.
4. If the Client wishes to make any alterations or additions to the quotation they should notify the Contractor. The Contractor will then supply a quotation for a new price which is to be accepted in writing by the Client before any such altered or additional work is carried out.
5. The prices stated in the quotation are exclusive of VAT. VAT will be charged at current rates, where applicable.
6. Pro-forma unless credit terms are otherwise agreed or stated. Where the work covered by the quotation exceeds four (4) weeks, the Contractor shall from time to time render interim accounts to the Client, and such interim accounts shall be paid by the Client forthwith on delivery of such accounts. The Contractor reserves the right to charge interest at the rate of 20% per annum on any account outstanding for longer than four (4) weeks, such interest to run from the date of such invoice.
7. Prices valid for twenty one days from date of quotation. Please confirm quoted prices after this date.
8. Credit references will be taken upon receipt of first order for Clients without accounts with the Contractor.
9. Title of Goods supplied or installed does not pass to the purchaser until full payment has been received.
10. All goods offered are subject to availability.
11. Except as expressly agreed the Contractor shall provide all labour, materials and equipment necessary for the proper execution of the work.
12. Adequate and suitable access, including working area(s) must be maintained at all times for all necessary plant, equipment and vehicles. Vehicle access of 3 metres wide x 3 metres high to at least 25 metres from site, and access of 1.5 metres wide into the work area.
13. NO liability will be accepted for any failure of surfacing due to foundation work faults not executed by the Contractor.
14. The Contractor reserves the right to alter the specifications without prior notice.
15. Cancellation charge will be levied on all cancelled orders to cover relevant handling and administrative costs.
16. Irrespective of any insurance taken out by the Contractor, the existing structures together with the contents thereof owned by the Client or for which he is responsible and the works and all materials and goods delivered thereto, placed on or adjacent to the works intended therefore (except plants, tools and equipment owned or hired the Contractor) shall be at the sole risk of the Client as regards theft, loss or damage by fire, lightning, explosion, storm, tempest, flood, apparatus or pipes, earthquake, aircraft or other aerial devices or articles dropped there from, riot or civil commotion. The Client shall maintain proper and adequate insurance against all such risks and shall on demand produce such policy of insurance and receipt for premiums paid for inspection by the Contractor.
17. The Client may but not unreasonably or vexatiously by notice of registered post or recorded delivery to the Contractor forthwith determine the employment of the Contractor under this contract if the Contractor shall make default in any one or more of the following respects:
 - a) If the Contractor without reasonable cause fails to proceed diligently with the works or wholly suspends the carrying out of the works before completion.
 - b) If the Contractor becomes bankrupt or makes any composition or arrangement with his creditors whether or not under the Insolvency Act 1986.

PROVIDED that the employment of the Contractor shall not be determined under clause 17 (a) hereof unless the Contractor has Continued the default for 7 days after receipt by registered post or recorded delivery of a notice from the Client specifying such a fault.

18. The Contractor may but not unreasonably or vexatiously by notice of registered post or recorded delivery to the Client forthwith determine the employment of the Contractor under this contract if the Client shall make default in any one or more of the following respects:

- a) If the Client fails to make any payment to the Contractor on any account within 14 days of delivery of such account;
- b) If the Client or any person for whom he is responsible interferes with or obstructs the carrying out of the works or fails to make the site reasonably available to the Contractor;
- c) If the Client suspends the carrying out of the works for a continuous period of at least four (4) weeks;
- d) If the Client becomes bankrupt or makes any composition or arrangement with his creditors whether or not under the Insolvency Act 1986 or has possession taken by or on behalf of any creditor of the property the subject to the works.

PROVIDED that the employment of the Contractor shall not determine under clause 18 (a) (b) or (c) hereof unless the Client has continued the default for 7 days after receipt by registered post or recorded delivery of a notice from the Contractor specifying such default.

