

The Minutes of the Ordinary Council meeting of Lavant Parish Council held on Tuesday 10th February 2026 at 7:00pm in the Green Room, Lavant Memorial Hall.

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

Also present: Clerk, CLLR Hunt.

Public present: 9

34. Apologies for absence

CLLR Brookes-Harmer.

35. Declarations of Interest and Dispensation Requests.

a) CLLR Goldsmith declared an interest in planning application SDNP/26/00422/TCA as it is her neighbour and the trees overhang her garden. CLLR Whincop declared an interest in Item 51 as he will invoice the Council for his work creating the proposed Interpretation Board.

b) None.

c) None.

36. Public Session.

Caroline Reynolds spoke regarding the future of the listed phone box on the A286.

She reported that Tim Ralph had been contacted for a restoration quote. Caroline Reynolds also mentioned that, should Lavant Parish Council wish to proceed with the project, she had a contact that may provide useful, who could link the Council to the Historic England team within SDNP.

The Council highlighted that it had already allocated the budget for the year and therefore funds available for the project may be restricted. However, it was agreed that this would be a very long process and the funds don't need to be immediately available.

It was noted that the school would like to use the phone box as a children's book exchange.

Nick Reynolds suggested that the telephone box could also form part of wider plans for traffic calming in the village, by helping to demonstrate that roadside areas are in active use.

Nick Reynolds questioned the Council's application to the free tree scheme applied for last year. It was explained that the Council has received and planted 3 lime trees, are in possession of a walnut tree (which is due for planting) and that more trees are expected.

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

The minutes of the meeting held on Tuesday 10th February 2026 were unanimously APPROVED.

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

CLLR Hunt shared his report, as attached at Appendix A.

CLLR Hunt addressed an email he had received, questioning whether Lavant Parish Council might be eligible for any funding from the £685,000 Highways Capacity Grant received annually by Chichester District Council. CLLR Hunt explained that these funds have already been allocated within the existing budget and would not be available.

CLLR Hunt raised a concern (following the previous discussion) about placing a children's book exchange on the roadside as a way to help calm traffic, highlighting that this could create potential safety issues.

It was noted, by a member of the public, that the new food waste programme requires Chichester District Council to purchase additional collection vehicles. A member of the public questioned the use of diesel vehicles; however, Jeremy advised that the fleet would operate using biofuel.

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

Cllr Brookes-Harmer was not in attendance, but his report (Appendix B) was previously circulated.

40. Chairman's Report.

Bridge project – It was explained that the engineer's report has been discussed with Drew Millar and possible changes to the structure are being investigated. This includes: the addition of upright ash boards spaced 100mm apart to comply with health and safety requirements and possible alterations to external bracing (it is not certain if these are necessary given that the uprights are bolted to the main beams).

The Council has been contacted by the Environment Agency who have some concerns that the limits of the Flood Risk Exemption have been exceeded. A response has been sent, however it is unlikely that anything more will transpire until the river is dry and a further assessment can be made.

School Car Park - A request for quotations has been sent to three contractors: Edburton, Hamilton and Landbuild. A site meeting will take place with Hamilton on Wednesday 11th March at 1pm.

Edburton have made an initial estimate of £250,000 – given what a large sum this is, the Council plans to investigate grant opportunities through either SDNPA CIL funds or the Rees Jeffries Road Fund.

The school has received a quote from Adler and Allan, for a preliminary ecological appraisal of £2,480 (ex VAT). It is assumed that this will not be carried out unless sufficient funds can be sought for the whole project.

TRO B2141 – it was reported that West Dean Parish Council currently have other priorities so the TRO application will have to be postponed. Another application will be made, once the Council know the result of the existing Community Highways application.

Operation Watershed application – the Council is awaiting a schedule of works and a timeframe from Landbuild; it is thought that a further site meeting will take place.

St Nicholas Road bus shelter – it was reported that a start date is yet to be agreed by Drew Millar; CLLR Aldridge will follow up on this.

Football Pitch – Alternative quotes are being sourced to see if the work can be done cheaper and more efficiently than the current contractors, ACS.

Raughmere development - no update.

Trees (Village Green) – John from Chichester Tree Services will quote for the remaining work on return from his holiday (a site visit will be necessary). He will also seek the appropriate planning permission.

Trees (donated) – a meeting took place with Paul Cordle from Chichester District Council who has arranged for the delivery of numerous trees to be planted around the Green and the Hall. Three lime trees have already been planted either side of the path above the hall. A walnut tree has also been received and it was agreed that this be used to replace the recently felled walnut tree by the playground.

The previously discussed idea of an orchard was raised by a member of the public; It was confirmed that the idea could be revisited; however, a suitable location has not yet been identified. It was also noted that any such project would require ongoing maintenance.

Alan Taylor suggested that the trees could be incorporated into the traffic calming measures. He noted that the proposal under Item 41b) includes seeking specialist advice from professional landscapers and proposed that any surplus trees be included in that brief.

Lavant Memorial Hall Car Park – CLLR Aldridge is in discussion with the Lavant Memorial Hall committee to improve the lighting in the car park. They have approached several electrical contractors and have received one quote so far, there should be more to follow.

Worklog – Nick Reynolds has suggested the Council keep a log of all communication between WSCC and Lavant Parish Council. The Clerk will be CC'd in on all communications, in order to update this log. CLLR Turner mentioned that he is in the process of creating a spreadsheet to be used and will update the Council in due course.

The significant amount of work carried out by the Lavant Volunteers was highlighted. They have cleared the entire area above the car park to allow for additional planting. The whole of Devil's Dyke has also been cleared up to the top, and all the elder that was cut has been laid along the field edge to create a 'wildlife corridor'.

It was noted that the area has been badly damaged by burrowing animals. Contractors had been expected to fill any unused burrows with chalk, but this work was not completed.

It was asked why the bridge has not yet been opened. CLLR Aldridge explained that there is no issue with the bridge itself; however, when the ramp was constructed, the Council used gravel taken from the riverbed, which may need to be returned. Nick Reynolds suggested that the Council should assume the gravel will need to be replaced and proceed with doing so in order to bring the bridge into use.

CLLR Aldridge also noted that safety fencing may be required. It was agreed that the Council could approach Western Sussex Rivers Trust to explore whether there is a way the bridge could be used in the short-term. CLLR Aldridge will investigate this further.

41. Traffic management

a) To provide updates on progress made:

- *Investigations have taken place into the ownership of the strip between Pook Lane and the Village Green.*

- *Confirmation was sought that the CIL levy paid was at the correct %.*

- *Developments made towards the shared use of a Council 'worklog'.*
- *A parish priorities meeting took place.*

b) To REVIEW traffic management:

A discussion took place around the proposed budget created by Nick Reynolds and Alan Taylor (as attached at Appendix C).

It was noted that some items in the proposal lacked detail and that several of the budget estimates did not appear realistic. Cllr Aldridge confirmed that no funds would be spent without Council approval. He proposed that the Council ringfence £40,000 for traffic calming measures, with the understanding that a detailed and specific plan for the use of these funds would be prepared in line with CIL requirements.

It was unanimously AGREED that the amount of £40,000 be ringfenced for traffic calming measures.

It was suggested that one councillor be designated as the main point of contact with West Sussex County Council and this person be responsible for following up on all outstanding enquiries.

Cllr Aldridge advised that a meeting would be arranged with Nick Reynolds and Alan Taylor within the next seven days to establish a timeline for progressing the work.

Cllr Hunt agreed to follow up on the Community Highways Scheme application, noting that although the Council had received verbal confirmation that the application had been accepted, no written confirmation had yet been received.

42. New footpath

It was noted that the strip of land between the Village Green and the road is owned by Highways, and therefore the creation of a footpath in this location is considered unlikely.

Discussion of an alternative proposal, which would involve a path on the inside of the Village Green fencing, was postponed to a future meeting due to other agenda items overrunning.

43. NALC Annual Conference

The purchase of 2x tickets for the NALC Annual Conference on Wednesday 24th June at a total cost of £170 (excluding VAT) was unanimously APPROVED.

44. Finance.

- CLLR Aldridge signed the bank statement (of the previous month) and bank reconciliation from the online accounting package.
- The listed payments (as attached at Appendix D) were APPROVED.

45. Planning

a) Planning Authority decisions received

SDNP/26/00126/TCA

Harpers, Lower Road, East Lavant, Chichester, West Sussex, PO18 0AQ

Notification of intention to crown reduce by up to 1.5m on 1 no. Strawberry tree (T1) and crown reduce by 1m and re-prune previously snapped out branches on east and west sectors by up to 0.5m (back to suitable growth points) on 1 no. Foxglove tree (T2).

Decision: Raise no objection

b) Planning Applications for confirmation or consideration

LV/26/00328/TPA - Tree Apps (TCA's and TPA's)

Address: 10 Maddoxwood. Land North Of Summersdale, Lavant Road, Chichester, West Sussex
Proposal: Notification of intention to reduce overhanging branches (close to boundary) on the southern sector by upto 4m on 1 no. Sycamore tree (T08) and 1 no. Oak tree (TO9).
Reduce overhanging branches by 1 metre (close to boundary) on the southern sector on 1 no. Sycamore tree (T10).
All trees within Woodland (W6), **subject to LV/74/00636/TPO.**

After consideration, the Council SUPPORTS this application.

SDNP/26/00192/HOUS

Address: 51 Springfield Close, Mid Lavant, Chichester, West Sussex, PO18 0A
Proposal: Single storey side and rear extension.

After consideration, the Council SUPPORTS this application.

SDNP/26/00329/HOUS

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

After consideration, the Council SUPPORTS this application.

SDNP/25/04236/HOUS

Address: Riverside, A286 Sheepwash Lane To West Stoke Road, Mid-Lavant, Chichester, West Sussex, PO18 0BJ.
Proposal: Proposed detached garage with garden store

After consideration, the Council SUPPORTS this application.

SDNP/26/00059/HOUS

Address: Goodwood Cottage, 51 Lavant Road, Mid Lavant, Chichester, West Sussex, PO180BQ
Proposal: Proposed single detached garage and minor alterations to host dwelling.

After consideration, the Council SUPPORTS this application.

SDNP/26/00422/TCA

Address: Flint Lodge A286 Mid Lavant
Proposal: Notification of intention to fell 6 no. Leyland Cypress trees (T4 to T9) and fell 2 no. Holly trees (T10 and T11).

And

SDNP/26/00422/TCA

Address: Flint Lodge Midhurst Rd Mid Lavant
Notification of intention to fell 1 no. Bay tree (T1), 1 no. Pittosporum tree (T2) and 1 no. Golden Chain (Laburnum) tree (T3), 6 no. Leyland Cypress trees (T4 to T9) and 2 no. Holly trees (T10 and T11).

After consideration, the Council SUPPORTS this application.

SDNP/26/00417/TCA

Address: Sussex Cottage Lower Road East Lavant West Sussex PO18 0AQ

Proposal: Notification of intention to reduce height by 33% on 1 no. Pittosporum (A), 1 no. Silver Birch tree (B), 1 no. Prunus tree (D) and 1 no. Hawthorn tree (E). Remove 3 no. branches at a height of 3.5m (above ground level) on north sector on 1 no Prunus 'Mount Fuji' tree (C)

After consideration, the Council SUPPORTS this application.

46. Clerk's Correspondence

None

47. Internal auditor

It was unanimously APPROVED that the Council sign another 3-year contract with Mulberry Local Authority Services Ltd for their internal auditing services.

48. Heritage issues

As discussed during Item 36.

49. Duck Race

CLLR Quest gave an update on plans for the annual Duck Race which is to be held on Sunday 19th April 2026. It was reported that a road closure has been applied for between 1-5pm; The Council is still awaiting confirmation on the closure, but signage has been provisionally booked.

50. Lavant River Talk

A reminder was given about the talk about the River Lavant, taking place on Friday 20th March at 6:45pm at Lavant Memorial Hall. The talk will delve into the future plans for river restoration and different ways the community can help support the river.

51. Proposal for Environmental Enhancements around the village pond

CLLR Turner shared a visual aid, created by CLLR Whincop (attached at Appendix E) and explained the proposal to install some low dead hedging around the pond. The proposal also included placing logs around the pond to create hibernacula spaces for wildlife.

In addition, it was proposed that an interpretation board be installed with relevant information about the site – to be created by CLLR Whincop. It was noted that Mark McManus at CDC could signpost the Council to grants that may help fund the interpretation board.

The proposal was unanimously APPROVED.

52. Lavant Memorial Hall correspondence

None.

53. Items for inclusion on next agenda.

Lavant Fete- CLLR Quest raised the question of whether the Parish Council would require a stall at the fete. CLLR Quest will bring this item to the next meeting.

54. Date of next Lavant Parish Council meeting – Tuesday 14th April

There being no further business, the meeting closed at 20:36pm

APPENDIX A

Lavant PC

WSSC Update

10/03/26

Just a few brief updates this month, following an extensive report last month.

First of all, following my update giving details around our proposed revenue budget of £883m, it was finally approved at full council on 20th February. At the council meeting I am delighted to say that the budget was approved unanimously, with all parties either supporting it or abstaining. And part of that budget is an £850m capital programme, where we are investing in your county, to support you, our residents, and to ensure the future for generations to come.

Just as a reminder, this is a balanced budget, with additional funding for frontline services, including highways - despite the Government taking away £30m of our funding to give to other counties, mainly in the Midlands and the North. We also received an unexpected £2.4m of additional funding in the final local Government Finance Settlement. We have therefore committed that additional money - over and above the extra money we have already committed - to highway maintenance, to try and address the damage that has been done to our highways by this really challenging winter weather, with record rainfall in many areas.

As I said last month, we provide over 300 services across the county, so too many to list here. However, I will just to reference some of the services where this County Council is clearly supporting our residents:

- Adult Social care - our service was inspected by the Care Quality Commission last year and we were awarded 'GOOD'.
- Our Children's services are performing really well, with some good OFSTED results from targeted inspections. This includes our 7 children's homes that are all rated by OFSTED as 'good' or 'outstanding'. In fact, one home - which has received three consecutive 'outstanding' OFSTED reports - was recently recognised by The King and Queen, by inviting the senior manager to a reception at Windsor Castle to celebrate the contributions of professional and unpaid carers across the UK.
- Also, our children's teams and individuals, have received no less than six national awards over the last four years.
- We are just about to start a roll-out of replacing all our street lighting with LED technology, thereby not only protecting the climate by reducing our carbon footprint, but also by saving money for the residents by reducing the cost of running these lamps.
- Landfill reduced dramatically from 45% in 2017 to under 2% in 2025 — one of the most significant reductions in the country. Our booking system at the amenity tips has also been a great success and is praised by many people. And fly-tipping in the county is down for the fourth consecutive year — bucking the national trend.
- Finally, West Sussex County Council is very proud of its Library Service. This council has maintained all 36 libraries, when many of our neighbours are having to shut theirs. We have no plans to do that - but maybe others see these precious hubs as a quick win for making savings. Did you know that 70% of our residents live within 30 minutes walk of a library? Last year there were 2.2m visits to our libraries. In fact libraries are much more than a place to borrow books. They are now effectively community hubs - supporting families, providing a digital hub, providing employment and business advice. And, just as an example, to celebrate Wellbeing Month in March, our Library Service are holding special 'Live Well for Longer' sessions across our main libraries. The date and time for Chichester Library is this Thursday - 12 March 10am-2pm. You'll be able to get a health and hearing check, pick up helpful advice from local organisations, get information on future independence and care as you age, and even pick up a new pair of safe, comfy, slip-free slippers (subject to availability). Also in March, some libraries will be adding new regular activities to the range of free sessions available, such as Tea and a Chat, and Chess.

- As well as special events at the libraries, -all year round you can borrow blood pressure monitors to check your heart health at home, reminiscence packs to help with dementia care or to delve into history, and access booklists for information about menopause, bereavement, neurodivergence, and to support your mental health and wellbeing. And of course, there are tens of thousands of books and eBooks to borrow as reading for pleasure is proven to reduce stress and boost your wellbeing. So our libraries provide a vital service to the people of West Sussex and fulfil one of the county council's key aims, which is helping people and communities fulfil their potential.

So, in summing up, and despite what you might read or hear, your County Council - unlike many others - is in very good shape. It is financially sound, and is providing you, the residents, with many excellent services. As we move forward to Local Government Reform it is essential that we continue to protect those services and, to do that successfully, we need continuity with as little disruption as possible.

Local Issues: Chichester City Centre - One key issue that is not so local, but impacts us all, is the state of the pavements in East and North Street. This is an issue that I have been campaigning on for many years, and this campaigning is now coming to fruition. I am delighted to say that our teams at West Sussex - in consultation with both the District and City Councils - have been working on this for the last twelve months - including extensive public consultation - and within the next week to ten days we will be signing off the decision to proceed with the work. There is still a lot of preparation work to do, so you are unlikely to see any results before 2027, but the important thing is that it is at last underway.

Bus Depot - Secondly, I understand that Chichester District Council are still keen on developing the bus depot and parking all the buses on the Avenue De Chartres. Personally, I believe this is a huge mistake. Yes, I accept that the present depot is not somewhere you really want to spend much time. However, I believe Chichester deserves a proper, effective and welcoming transport hub, with buses and trains co-located as they are now. A proper gateway to those arriving in Chichester by public transport. Not a place where buses are randomly parked on a road that is already heavily congested at peak times, making driving around Southgate even worse. This fine City deserves better, and I intend to continue campaigning against these plans. I believe, from both speaking to residents, reading their comments on-line and in the papers, many of you agree with me.

Food Waste - Just to confirm that when food waste collections start, the waste will not be handled through the Westhampnett site. It will be transported to a collection site in Ford. And just in case you read the misleading article in the Observer recently, CDC were not going to be financially disadvantaged, because I understand that we had already agreed a 'tipping away payment' with them. This means they will be reimbursed for any additional fuel and staffing costs. And just for your interest, the District and Boroughs have received additional government funding to support food waste collection, but the County Council - who will pick up transfer and disposal costs - have received no additional funding.

Jeremy Hunt – West Sussex County Council Member for Chichester North
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ

E-mail: jeremy.hunt@westsussex.gov.uk Tel: 0330222419536.

APPENDIX B

Lavant Parish council ward report
March 2026

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

Telephone: 07368 410696

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

In a new addition, I have also included a handy guide to meetings that are scheduled for this month.

Food Waste:

A brand-new weekly food waste recycling service will start to be rolled out to residents across the district from this spring. We will start issuing direct communications to households during February, beginning with information placed on residents' bins explaining what they can expect to receive. This will be followed by 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 this month. This project is a huge undertaking, and we are 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.

I will keep you fully informed as this important project progresses. In the meantime, I would greatly appreciate your support in spreading the word.

Local Government reorganisation:

I am expecting the government to announce its decision regarding local government reorganisation. As soon as I receive this information, I can share it with you.

As a reminder, the Government's formal consultation on Local Government Reorganisation in Sussex can be accessed through the links below.

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 (WSCC) elections will take place on Thursday 7 May. This means that the pre-election period for these elections will start on 30 March 2026. This describes

the period of time immediately before elections or referendums when specific restrictions on communications activity are in place. Pre-election rules apply not only to publicity, but also the use of Council facilities and resources. From the start of the pre-election period, the Council must comply with restrictions outlined in Section 2 of the Local Government Act 1986.

In addition, a Code of Recommended Practice published in 2011 makes clear that particular care should be taken in periods of heightened sensitivity, such as in the run up to an election. The Act defines publicity as “any communication, in whatever form, addressed to the public at large or to a section of the public.”

Generally, the Act says that we should “not publish any material which, in whole, or in part, appears to be designed to affect public support for a political party.” The Code of Recommended Practice recommends that authorities should generally not issue any publicity which seeks to influence voters and that publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.

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 WSCC 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

Budget plans to be considered by Full Council:

On 3 March Full Council were asked to formally approve 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 proposed 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 proposes 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:

- 3 March, 2pm Cabinet
- 3 March, 6pm Budget Council
- 4 March, 9.30am General Licensing and Alcohol and Entertainment Licensing Committee
- 9 March, 9.30am Standards Committee
- 11 March, 9.30am Planning Committee
- 16 March, 2pm Corporate Governance and Audit Committee
- 18 March, 9.30am Development Plan and Infrastructure Panel
- 23 March, 9.30am Environment Panel
- 24 March, 2pm Overview and Scrutiny Committee
- 25 March 9.30am Grants and Concession Panel

Events this month:

At the end of February, CDC once again held the laser light shows at Chichester Canal Basin – providing an exciting finish to the half-term holidays. Both nights were a huge success, attracting thousands of people – with visitors encouraged to visit and support local businesses within the city centre. These events are part of CDC's Events Strategy which focuses on bringing a wider range of events to the district for different age groups and audiences in order to support our local businesses and the evening and night-time economy.

We've had some fantastic feedback – with three different themed shows each evening choreographed to music. All of the shows were funded using UK Government grants, secured by the Council. We're also working on bringing another light show to a different location within the district and will keep you posted on this.

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

Best wishes,
Joseph

APPENDIX C

Briefing note NR/AT/06-03-26.

Ref. LPC Traffic Calming budget 2026

This briefing note provides LPC with a summary cost breakdown for the traffic calming improvements as contained in Lavant's Highways improvement Plan (June 2025). Whilst the costs are indicative, they have been researched and benchmarked against similar recent initiatives.

LPC have advised that a total sum of £75,000 is available for discretionary spend from CIL funds. Ringfencing the sums below will enable the traffic calming improvements to be implemented and will act as a catalyst to other co-funders to further advance the implementation of the LHIP. Without such financial commitment from the Parish, the LHIP will simply gather dust as traffic volumes continue to degrade the environment and character of our village.

The desired improvements are not complex and are demonstratively cost effective and deliverable, as evidenced within the 'LPC Work Log'. Note: In order to move from design to implementation, within a reasonable timeframe, additional volunteers from the community will be needed to lead various improvement activities. (i.e. the who does what, how, by when etc).

LPC's CHIL team will continue to provide ongoing support.

Improvement	Scope	LPC budget	Responsibility	Additional info
20mph East Lavant	As per submission to WSCC	Nil	WSCC	
Village Gateways x3 with signage and markings etc	Design, procurement and installation	£18K	LPC	
Signage and road markings	Statutory & Supplementary signage. Review, Renew, improve and replace as appropriate	£2k	WSCC	Inclusive of road width alignment between St Mary's and the river bridge. Innovative graphics by memorial hall, mini roundabout etc
SIDs x 2	Confirm required functionality & locations, purchase and install	£6k	LPC	Costs are for robust SID's with functionality and ease of use a priority (beware cheap SID's from Asia)
Road width restriction build outs x2	Design, procurement and installation	£4K	LPC	Chalkpit/Pook LaneFordwater/Pook Lane by St Mary's
Hard & soft landscape improvements to Roadside Areas	Design, procurement and installation	£10K	LPC	Inclusive of specialist consultation and 3D designs. Likely locations include: Memorial Hall, adjacent to old gateway at Mini roundabout on A286, alongside Pook Lane east of village green, alongside river bank
White lining and signage on bridge abutments	As per submission to WSCC	Nil	WSCC	
Improvement works to Sheepwash Lane	To Be agreed with WSCC	Nil	WSCC	
Remedial Works to the Memorial Hall crossing	The crossing as built by WSCC is not as per the submitted design and the crossing is not fit for purpose	NIL	WSCC	Improvements to be pursued by LPC
Total cost to LPC		£40K		

APPENDIX E

