

Dear Councillors,

You are duly summoned to the Annual Council meeting of the Lavant Parish Council that will take place on Tuesday 12th May 2026 at 7:00pm in the Green Room, Memorial Hall, Lavant.

Members of the Public and Press are welcome to attend this meeting and speak for a maximum of three minutes during the Public Session at the discretion of the Chairman. Please note that this is a meeting held in public; not a public meeting.

Faye Joice, Clerk

6th May, 2026

72. Election of Chairman
73. Election of Vice-Chairman
74. Apologies for absence.
75. **Declarations of Interest and Dispensation Requests.**
 - a) To receive declarations of interest from Councillors on items on the agenda.
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any).
 - c) To grant any requests for dispensation as appropriate.
76. **Public Session.**
77. **To receive and approve the minutes of the Parish Council meeting held on Tuesday 14th April 2026.**
78. **Brief Q&A from County Councillor on his report affecting this Parish.**
79. **Brief Q&A from District Councillor on his report affecting this Parish.**
80. **Chairman's Report.**

To RECEIVE the Chairman's Report.
81. **Internal audit To RECEIVE the internal audit report.**

Dependent on whether we have received the internal audit in time.
82. **Annual Governance and Accountability Returns**
 - a) To APPROVE the annual governance statement.
 - b) To APPROVE the annual accounting statements.
83. **Agree representatives of outside bodies**

Current representatives detailed in red

 - a) Memorial Hall- *CLLR Tucker*
 - b) Fete Committee – *CLLR Quest*
 - c) Allotment Association- *CLLR Goldsmith*
 - d) Goodwood Motor Circuit – *CLLR Mayhead*
 - e) Goodwood Aerodrome -*CLLR Mayhead*
 - f) West Sussex Association Local Councils (WSALC) – *CLLR Aldridge & CLLR Turner*
 - g) Chichester District Association Local Councils (CDALC) – *CLLR Aldridge & CLLR Turner*
 - h) Eastmead- *CLLR Turner & CLLR Quest*
 - i) Planning – *CLLR Tucker*
 - j) Environment – *CLLR Tucker, Quest, Goldsmith, Mayhead & Whincop.*
 - k) Heritage – *CLLR Whincop*
 - l) Communications – *CLLR Mayhead & CLLR Finley*
 - m) Playground – *CLLR Quest*
 - n) Lavant Volunteers – *CLLR Aldridge & CLLR Turner*
 - o) Police liaison – *CLLR Goldsmith*
 - p) Footpaths – *CLLR Aldridge*

- q) Traffic (to include Community Speedwatch) – *CLLR Tucker*
- r) SDNPA – *CLLR Aldridge & CLLR Turner*

84. To approve by resolution the following documents:

- a) Lavant Parish Council Financial Regulations
- b) Lavant Parish Council Standing Orders
- c) Lavant Parish Council Document Email Usage
- d) Lavant Parish Council Risk Assessment
- e) Lavant Parish Council Grievance and Disciplinary/Appeal Policies
- f) Lavant Data Protection Policy
- g) Lavant Data Breach Policy
- h) Lavant Complaints Policy
- i) Lavant Vexatious Complaints Policy
- j) All other policies and Code of Conduct.

85. GDPR

To CONFIRM that all Councillors have reviewed the annual GDPR training.

86. Fixed Asset Register

To APPROVE the updates to the fixed asset register.

87. Traffic management

a) To provide updates on progress made

88. Finance.

- a) To CONFIRM that the bank statement (of the previous month) has been reconciled with the online accounting package.
- b) To APPROVE the listed payments.

89. Planning

a) Planning Authority decisions received

SDNP/26/00422/TCA

Proposal: Notification of intention to fell 2 no. Pittosporum trees (T2), 1 no. Golden Chain (Laburnum) tree (T3), 6 no. Leyland Cypress trees (T4 to T9) and 2 no. Holly trees (T10 and T11).

Location: Flint Lodge , A286 Sheepwash Lane To West Stoke Road, Mid Lavant, Chichester, West Sussex, PO18 0BH

RAISE NO OBJECTION

SDNP/26/00417/TCA

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).

Location: Sussex Cottage , Lower Road, East Lavant, Chichester, West Sussex, PO18 0AQ

RAISE NO OBJECTION

SDNP/25/04236/HOUS

Proposal: Proposed detached garage with garden store.

Location: Riverside, A286 Sheepwash Lane To West Stoke Road, Mid Lavant, Chichester, West Sussex, PO18 0BJ

APPLICATION WITHDRAWN

SDNP/26/00192/HOUS

Proposal: Single storey side and rear extension.

Location: 51 Springfield Close, Mid Lavant, Chichester, West Sussex, PO18 0AZ

APPROVED

SDNP/26/00513/LIS

Proposal: Removal of internal wall.

Location: 78 Langford Cottages , Chilgrove Road, Lavant, West Sussex, PO18 9HL

APPLICATION WITHDRAWN

SDNP/26/00668/HOUS

Proposal: Loft conversion including dormer windows to North, South, West and East, and flat roof terrace on the second floor.

Location: The Rubbing House , Town Lane, Singleton, West Sussex, PO18 0SP

APPLICATION WITHDRAWN

b) Planning Applications for confirmation or consideration

LV/26/00169/TPA

Proposal: Fell 1 no. Ash tree (5). Crown reduce by up to 3m (all round) on 1 no. Sycamore tree (3). Reduce 1 no. limb on north sector at 4m (above ground level) by up to 4m (from top) on 1 no. Sycamore tree (4). All 3 no. trees within Area, A10 subject to CC/74/00636/TPO.

Address: Land North Of Summersdale Court, Lavant Road, Chichester, West Sussex

SDNP/26/01296/LIS + SDNP/26/01329/HOUS

Proposal: Convert carport to home office, garage to bedroom (internal changes only) and installation of electric charging point.

Location: Rooks Hill , A286 Oldwick Meadows To Sheepwash Lane, Lavant, West Sussex, PO18 0BQ

SDNP/26/01367/LIS + SDNP/26/00059/HOUS

Location: Goodwood Cottage, 51 Lavant Road, Mid Lavant, Chichester, West Sussex, PO180BQ

Application: Proposed single detached garage and minor alterations to host dwelling. Resurfaced driveway and parking area

SDNP/26/01461/PA16

Applicant: Cornerstone, Cornerstone Telecommunications Infrastructure Limited

Proposal: Removal and replacement of existing 20.75m monopole supporting 3no. antennas and 1no.0.3m dish with 22.90m monopole supporting 3no. antennas, 1no. 0.6m dish, and 1no. relocated 0.3m dish, and ancillary development.

Location: Telecommunications Mast, Lavant Pumping Station, Lavant Down Road, Mid Lavant, Chichester, West Sussex, PO18 0DD

LV/26/00801/FUL - Minor Dev - Retail/Dstrbtn/Services

Proposal: 1 no. farm office and welfare building.

Location: Hunters Race Farm, Hunters Race, Lavant, Chichester, West Sussex, PO19 5UD

90. Clerk's Correspondence

- a) To CONSIDER a request for the Lavant Players to use the Village Green on Monday 15th June from 6pm-9pm for this annual AGM and BBQ.
- b) To CONSIDER a request for a memorial bench on the Village Green.
- c) To CONSIDER a request to use the Green (alongside hire of the Lavant Memorial Hall) for a child's birthday party, with a bouncy castle, on Sunday 19th July.
- d) To CONSIDER a request from Lavant Primary School to use the Village Green following their school performance at Lavant Memorial Hall on Thursday 16th July.

91. Lavant Memorial Hall correspondence

92. Items for inclusion on next agenda.

93. Date of next Lavant Parish Council meeting – Tuesday 9th June.

Members of the public should be aware that being present at a meeting of the Council be deemed as the person having given consent to being recorded (photograph, filmed or audio recording) at the meeting or video conference, by any person present.