

Dear Councillors,

**You are duly summoned to the Annual Council meeting of the Lavant Parish Council that will take place on Tuesday 13<sup>th</sup> May 2025 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

7<sup>th</sup> May

- 74. Election of Chairman.**
- 75. Election of Vice-Chairman.**
- 76. Apologies for absence.**
- 77. 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.
- 78. Public Session.**
- 79. To receive and approve the minutes of the Parish Council meeting held 8<sup>th</sup> April 2025.**
- 80. Update on outstanding actions brought forward from previous meeting.**
  - a) Electric Vehicle update.
  - b) River Bridge project update.
- 81. Brief Q&A from County Councillor on his report affecting this Parish.**
- 82. Brief Q&A from District Councillor on his report affecting this Parish.**
- 83. Chairman's Report.**
- 84. Internal audit**

To RECEIVE the internal audit report.
- 85. Annual Governance and Accountability Returns**
  - a) To APPROVE the annual governance statement
  - b) To APPROVE the annual accounting statements
- 86. Agree representatives of outside bodies**
  - a) Memorial Hall
  - b) Fete Committee
  - c) Allotment Association
  - d) Goodwood Motor Circuit
  - e) Goodwood Aerodrome
  - f) West Sussex Association Local Councils (WSALC)
  - g) Chichester District Association Local Councils (CDALC)
  - h) South Chichester County Local Committee (SCCLC)
  - i) Eastmead
  - j) Planning
  - k) Environment
  - l) Heritage
  - m) Communications
  - n) Playground
  - o) Lavant Volunteers

- p) Police liaison
- q) Footpaths
- r) Traffic (to include Community Speedwatch)
- s) SDNPA

**87. 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 Register of Assets
- h) All other policies and Code of Conduct.

**88. Finance.**

To APPROVE the listed payments.

**89. To comment on and review planning applications and decisions**

**Decisions received:**

LV/2500345/ELD Plovers, New Road, East Lavant  
Lawful Development Certificate – garden room  
PERMIT

LV/25/00355/ELD Plovers, New Road, East Lavant  
Lawful Development certificate –garage  
PERMIT

**Decisions to consider:**

SDNP/25/01560/TCA

Proposal: Notification of intention to crown reduce by 2m and crown lift to 4m (above ground level) on 1 no. Pittosporum tree (quoted as T1).

Location: 16 Lower Road, East Lavant, Chichester, West Sussex, PO18 0AG

SDNP/25/01518/TCA

Proposal: Notification of intention to fell 2 no. Alder trees (T1 and T2).

Location: 42 Sheepwash Lane, East Lavant, Chichester, West Sussex, PO18 0AT

LV/25/00863/TPA

Address: Land North Of Marchwood Gate, Marchwood, Chichester, West Sussex

Proposal: Remove 5 no. lowest limbs to crown lift to 2.5m (above ground level) on 1 no. Lime tree (quoted as T34). Remove 2 no. lowest limbs on east sector and reduce 2 no. lowest limbs by 2m on west sector on 1 no. Larch tree (quoted as T48). Both trees within Area, A1 subject to CC/ 93/00640/TPO.

SDNP/25/01621/HOUS

Proposal: Proposed single storey rear/side extension.

Address: 56 A286 Sheepwash Lane To West Stoke Road, Mid Lavant, Chichester, West Sussex, PO18 0BL

**90. CDC discretionary grant programme 25/26**

To AGREE if/what to apply for a grant from the Chichester District discretionary grant programme.

**91. Clerk's Correspondence**

- a) To CONSIDER a request for the use of the Village Green on Thursday 16th June from 6pm to 8:30pm for the Lavant Players' AGM + BBQ.
- b) To CONSIDER a request to use the Village Green on Sunday 20<sup>th</sup> July for a community event hosted by The Afterbirth Club.

**92. VJ Day**

To CONSIDER the suggestion of commemorating VJ Day in August.

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

**94. Date of next Lavant Parish Council meeting – Tuesday 10th June 2025**

To CONFIRM who will Chair the meeting, in Cllr Aldridge's absence.

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.