



Milland Parish Council Minutes – March 2024

MILLAND PARISH COUNCIL

Chairman: Mrs Louise Myles
Clerk: Miss Viki Williams
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MINUTES of the Meeting of MILLAND PARISH COUNCIL held on Wednesday, 13th March 2024 in Milland Memorial Hall

Present: Mrs. L Myles (LM) (in the Chair), Mr. J Parker (JP), Sir J Wigram (JW), Mrs. S Hoar (SH), Nigel Oldham (NO), Gillian Morton (GM) Johannes Wassenberg (Jwa) Seb Hall (SH), County Councillor Kate O’Kelly (KoK), District Councillor Eleanora Newbery (EN)

Members of the public: 1

131. Apologies: Mr A Farley

132. Minutes of the Meeting 10th January 2024

Approval **proposed** by Mr. J Parker and **seconded** by Mr. J Wigram

133. Declaration of personal or prejudicial interests

None

134. Reports from the County and District Councillors – full reports attached - Summary below:

Update from County Councillor March 2024

- Budget
- Health and Adult Social Care Committee – HASC
- Recycling Changes following National Guidance

In the meeting

- Safety concerns were raised with regard to the school “drop off” parking at the junction between Fernhurst Road and Hollycombe School Road. Highways Engineer Mike Dare had previously confirmed that the speed reduction for the Fernhurst Road near to the school was complicated. He agreed to investigate the potential for a crossing or similar with the proviso that any scheme would need to be applied for as a Community Highway Scheme (CHS). KoK agreed to contact Highways for their input for the most viable solution.
- Flooding on Milland Lane (See item 139. d).
- KoK reported that a Highways ticket had been raised for the works required at Iping March Churchyard. Due to the scale of works they were unable to indicate when the works would be carried out. It was therefore **AGREED** that temporary remedial works by the PC would be investigated.
- Following an enquiry regarding the remedial works required for the large pothole on Cinder Lane KoK reported that the works had been programmed in and Highways had apologised that the works had not yet been completed.

Update from District Councillors March 2024

- Hyde
- Budget
- Play Equipment
- Stonepillow
- Biodiversity Net Gain



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- Climate Champions network
- **The next full council is on 19 March 2024.**
- **Brett can be contacted** on email bburkhart@chichester.gov.uk or telephone 07876594168
- **Ellie will be available** in **Fernhurst Hub** on Wednesday 27 March 1-2.30pm or please contact on email enewbery@chichester.gov.uk or telephone 01428 656 941

In the meeting

- LM raised concerns that despite announcements by CDC of an upcoming public consultation regarding the proposed changes to parking in Chichester she could find no evidence of this having taken place. EN **AGREED** to investigate and report back.

135. Public Participation

Q. A local resident raised strong concerns regarding the ongoing works being carried out at Smugglers Copse, Borden Wood. The resident believes that the owner of the land is dramatically changing its use from coppicing woodland to a recreational camping area. There is ongoing clear felling resulting in large areas of woodland being converted to grazing land. The resident asked that the area be more closely monitored by the PC to ensure that the woodland and its biodiversity remain protected. It was stated that Forestry England are aware but do not appear to be legally enforcing the replant order previously issued.

A. It was acknowledged that the Council had monitored the area including holding a public meeting in 2020. It was **AGREED** that based on this information GM, as the Borden Wood representative, would work with JW and the local residents to assess the situation and report back to the Full Council. EN also offered to raise the issue with SDNPA.

Action: GM/JW

136. Matters arising from the Minutes

- The Clerk confirmed that following approval at the last meeting, the table tennis table appears on this month's cashbook and would be purchased and installed in the coming weeks.
- JP confirmed that Guy Parker of The Environment Agency would be this year's speaker at the Annual Parish Assembly on Wednesday 10th April 2024. Mr Parker is a technical specialist with over 20 years' experience in flood incident management and will speak on Groundwater.

137. Other Administration

a) Milland Valley Memorial Hall Heads of Agreement Review

- The Clerk reported that she had now received all the documents held by the Village Hall including the Map.
- JP suggested some changes to the wording should be made so that the responsibility of assets attributed to each party was more clearly defined.
- It was **AGREED** that the Clerk would update and circulate for approval prior to contacting the hall for review and signing.

Action: Clerk

b) Defibrillator Training

- The clerk confirmed that she was now finalising dates for the annual defibrillator training which will take place in May. As soon as the date is confirmed with the hall and the training provider it will be widely publicised.

Action: Clerk

c) Bonfire Night 2024

- The council **AGREED** the date for the next bonfire night as Saturday 2 November 2024.

Action: Clerk

d) Linch Church Fundraising

- JP informed the Councillors of a number of events that are planned over the coming months as part of the fundraising being carried out to fund a new roof for St Luke's Church, Linch.
- He stated that the Church's insurance would cover any events taking place in the Church but that there might be the need for a small number of events to be hosted at another venue.
- He requested that this should be approved in principle and if required the PC should provide Public Liability cover which might result in a small increase in the premium. He confirmed that this is now permissible due to the



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Department for Levelling Up, Housing and Communities recently changing the rules around fundraising for churches. This was **AGREED**.

Action: JP

e) Adding Value to The Parish

i. **Welcome Packs**

- JP had previously circulated the current draft welcome pack and stated that he is still had to add:
 - Bus timetable
 - Local papers
 - Details of social media community communication groups
 - Further detail from the sports club
- It was **AGREED** that adverts for local businesses would not be included due to possible accusations of bias.
- After a brief discussion it was agreed that the packs would be distributed once the new home-owners had moved in. In order that all areas are covered, an article is to be submitted to the MVN and a letter sent out to the Wheatsheaf Enclosure Residents Association to let people know about the initiative and provide them with the Clerk's contact details.

Action: JP / Clerk

ii. **Milland Meet Up**

- LM reported that partly due to the adverse weather conditions the February meet up took place but with a slightly reduced turn out.
- The next Meet Up will take place Wednesday 10th April 10am-11.30am at the Milland Stores coffee shop, to be advertised via all available means, including a message on the WhatsApp group.

Action: Clerk

138. Planning

a) **Planning Applications/Decisions**

i. **Planning Applications**

Week 2

- **SDNP/23/05473/PNTEL** Regulation 5 notification under the Electronic Communications Code regulation 2003 (as amended) for 1 no. 10m light wooden pole. Verge Near Slathurst Farm, Lambourne Lane, Milland, Liphook, West Sussex, GU30 7ND – **No Comment**

Week 3

- **SDNP/23/05258/HOUS / SDNP/23/05259/LIS** Conversion of existing double garage into residential annexe with alterations to fenestration and 2 no. rooflights on rear elevation. 11 Milland Lane, Milland, West Sussex, GU30 7JP – **No Comment**

Week 6

- **SDNP/23/05072/HOUS** Single storey garage extension to east elevation for workshop/storage use with alterations to fenestration. Lyfords Bridge Bungalow, Milland Road, Milland, West Sussex, GU30 7NA – **No Comment**
- **SDNP/24/00375/HOUS** Extensions to dwelling including addition of first floor, front porch and replacement of roof to rear extension. Changes to fenestration and demolition of 2 no. single storey elements. Willow Stream, Fernhurst Road, Milland, West Sussex, GU30 7LU – **No Comment**

Week 9

- **SDNP/24/00408/HOUS** Alterations to external openings and cladding and single-storey side extension. 12 West Meade, Milland, West Sussex, GU30 7NB – **No Comment**
- **SDNP/24/00642/LDP** Proposed lawful development - erection of 1 no. outbuilding. Willow Stream, Fernhurst Road, Milland, West Sussex, GU30 7LU – **No Comment**
- **SDNP/23/02188/LIS** Extension and alterations to facilitate the conversion of Wispers building to residential dwellings. Demolition works to facilitate the replacement of ancillary buildings, comprising the Coach House and Potting Shed with residential dwellings. Extensions and alterations to two existing cottages. St Cuthmans School, Tote Lane, Stedham, Midhurst, West Sussex, GU29 0QL – **MPC to Object**
- **SDNP/23/02187/FUL** Full planning application for change of use, extension and alterations to facilitate conversion of former school building, Wispers (Class F1.a) and ancillary outbuildings to residential use (Class C3) to provide ten dwellings. Re-use of former school grounds to provide nine newbuild dwellings and extension of two existing



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cottages with landscaping enhancements, re-instatement of former access and parking provision. Demolition of existing dilapidated school buildings and refurbishment of swimming pool and construction of pool house. St Cuthmans School, Tote Lane, Stedham, Midhurst, West Sussex, GU29 0QL – **MPC to Object**

ii. Planning Decisions

Week 4

- **SDNP/23/03576/HOUS** Rear timber orangery. The Old House, Wardley Lane, Milland, West Sussex, GU30 7LX - **APPROVED**

Week 5

- **SDNP/23/03860/HOUS** Demolition of existing conservatory replaced with single storey side extension and alterations to fenestration including 1 no. additional window to front and rear elevations. Springcroft, 1 Mill Vale Meadows, Milland, West Sussex, GU30 7LZ – **APPROVED**
- **SDNP/23/05473/PNTEL** Regulation 5 notification under the Electronic Communications Code regulation 2003 (as amended) for 1 no. 10m light wooden pole. Verge Near Slathurst Farm, Lambourne Lane, Milland, Liphook, West Sussex, GU30 7ND – **Raise No Objection**

Week 7

- **SDNP/23/05259/LIS** Conversion of existing double garage into residential annexe with alterations to fenestration and 2 no. rooflights on rear elevation. 11 Milland Lane, Milland, West Sussex, GU30 7JP - **Application Withdrawn**

Week 10

- **SDNP/23/04535/LIS** Re-roof using existing tile and replace broken tiles. Vine Cottage, Milland Lane, Milland, West Sussex, GU30 7JN - **APPROVED**

139. Environment & Amenities and Highways matters

a) Traffic Calming

Milland Lane

- Following a meeting held with Senior Highways Engineer Mike Dare (full meeting notes attached) it was suggested that a 20mph zone be applied to the Rising Sun Crossroads. He advised that this would be possible via a Community Traffic Regulation Order (TRO).
- A requirement of the application is to ensure the support of the wider community with the following actions being required prior to the application being submitted:
 - Discussion with County Councillor
 - Contacting local residents/businesses in the area affected by the proposal to ask whether they would support it.
- As part of the online application, in addition to providing the above evidence, the application must demonstrate that the wider implications have also been considered.
- After a discussion regarding methods of engaging residents including an article in the MVN, surveys and door knocking, it was **AGREED** that the Clerk would contact the resident who started the process to gauge interest in continuing. Although the PC is committed to facilitating the process, it is a community initiative and therefore it requires input from residents.

Action: Clerk

Borden Wood

- GM reported that although the application had passed stage 1 of the application process, she had not heard from Highways for some weeks.
- She had continued to investigate and obtain prices for white gates due to some concern from a couple of residents over gateways and she proposed a single gate on either side of the Village which would help keep cost to a minimum.
- As well as a discussion regarding funding, it was **AGREED** that GM would confirm who owned the verges and when a decision had been made on position, the Clerk would apply for the necessary licences from Highways and funding opportunities would be investigated.

Action: Clerk



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b) Parking on Cartersland

i. Update on Fence and Grant Application

- The Clerk updated that she had not received the outcome of the grant application.
- ii. Quotes for parking area repairs
- The Clerk presented the following quotes for the remedial works and creation of two parking spaces. She reminded the Council, that due to the land being owned by Highways, exact specifications and materials had to be followed.:
 - Rob Findlay - £2,500
 - Bulldog Groundworks - £3,480 +VAT
 - Wolstenholme Contractors Ltd - £6,165
- It was **AGREED** that the contract should be awarded to Rob Findlay but that the works could not be started until funds are raised.

Action: Clerk

c) Footpaths

- JW had previously circulated a detailed spreadsheet noting all of the Public Rights of Way within the Parish which would enable a complete inventory of all the paths to be carried out.
- As well as information on the overall condition of the path, detail on the features along each path (signposts, stiles, Kissing Gates etc.) and their condition (Good - Needing repair soon - needing repair immediately) and any other observations should also be recorded.
- It was **AGREED** that the initiative would be publicised with an article in the next Milland Valley News (MVN) to encourage a wider contribution to this 'living document'.

Action: JWa / Clerk

d) Milland Lane Flooding – Op Watershed

- Following an extensive report prepared by JP and LM and with the support of KoK it was **AGREED** that an Op Watershed application be submitted for the now extensive remedial works required to the stretch of Milland Lane damaged by the natural spring by Milland Church Road.

Action: Clerk

140. Finance

a) Statement of Accounts – V Williams – Previously circulated

	April Starting Balance	£19,822.19																	
	Milland Parish Council	Statement - March 2023																	
	Balance b/f	01.03.24				£36,725.40													
Payments Previously Made																			
Date	Payments Made	Description	Net	VAT	Gross														
07.02.24	Nest	Pension Contribution	£2.22	£0.00	£2.22	DD													
		Totals	£2.22	£0.00	£2.22														
Payments Received																			
Date	Payments Received	Description	Gross																
		Totals																	
Payments For Approval																			
Date	Payments For Approval	Description	Gross	VAT	Net														
10.01.24	V Williams 28.02.24	Salary £ - P.11 Office £58.33	£599.63	£0.00	£599.63	OL196	P	LGA72											
10.01.24	R Findlay	Maintenance January / February	£1,684.00	£0.00	£1,684.00	OL197	P	LGA72											
10.01.24	Reimb V Williams	Bettersworth Room Hire	£16.00	£0.00	£16.00	OL198	P	LGA72											
10.01.24	Clearway Sports	Herbicide Treatment	£297.00	£49.50	£247.50	OL199	P	LGA72											
10.01.24	Tabletennis 365	Table Tennis Table	£999.00	£166.50	£832.50	OL200	P	LGA72											
10.01.24	V Williams 31.03.24 (10)	Salary £ - P.12 Office £58.33	£599.63	£0.00	£599.63	OL201	P	LGA72											
		Total payments due	£4,195.26	£216.00	£3,979.26														
		<i>Estimate Balance after Payments</i>	<i>£32,530.14</i>																
		<i>Less Ringfenced Funds</i>	<i>£8,278.65</i>																
		Estimate Available funds	£24,251.49																
		Ringfenced funds																	
	MTC Resurfacing fund		£4,922.50																
	Jubilee Fund		£1,045.23																
	Defibrillator fund		£2,310.92																
	TOTAL		£8,278.65																
		<i>P - Precept; O-Outside Precept; E-Excess of Precept</i>																	

b) These Payments were Approved

Action: Clerk



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c) Annual Policy Review – **Deferred to May**

- i. Financial Regulations
- ii. Standing Orders
- iii. Risk Assessment
- iv. Risk Management Policy

141. Parish Notices

- SH reported that she had attended the National Trust Walk and confirmed where the proposed new Woolbeding Common fence would be erected. There is also a follow up Open Day scheduled for 20th March 2-7 p.m. at South Downs offices in Midhurst.

142. Date of next meeting – 8th May 2024– 6pm at Milland Memorial Hall – Annual Statutory Meeting (ASM)

Chairman: _____ Date : _____

These Minutes are unconfirmed until signed by the Chairman.



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County Report for Milland Parish Council 13th March 2024

Budget

The leadership had changed the wording in the Council Plan to protecting the environment rather than addressing the climate crisis. I proposed our amendment to include the climate change crisis.

Our budget amendment included our priority topics, more support for mental health for young people, more funds for highway maintenance and ROW maintenance and more officer time for flood prevention, bus planning and active travel. We pushed for more capital spend on Flood prevention in spite of all the recent floods they have underspent their Operation Watershed fund (lack of officer time) and had cut next year's budget for this. We will spoke against this plan as it is such a high priority for residents.

Health and Adult Social Care Committee – HASC

March meeting we had an opportunity to scrutinise the St Richards Downgrade by CQC from Outstanding to Requires improvement and review of the ambulance service.

The health leaders are working to decrease the backlog of waiting times for planned surgery, the ambulance service presented their improvement plans. They have made significant progress related to their Category 2 (heart attack and Stroke) emergency response times. The cancer referral to diagnosis times have improved but the time to treatment is still in many cases taking longer than their target.

All the papers are on the WSCC website for anyone who would like more detail. Meeting was webcast.

Recycling Changes following national guidance

All Districts and Boroughs (D&Bs) in West Sussex collect metal, glass, plastic, paper and card for recycling, so no change is expected to kerbside recycling collections. D&Bs will be required to introduce separate collections of food waste, with government funding allocated by March 2026. The County Council will be required to provide transfer and treatment facilities for food waste by March 2026 and is engaging with D&Bs on timescales for when they intend to start collecting separate food waste. No D&Bs currently collect plastic film separately for recycling. The West Sussex Waste Partnership is currently exploring how this can be collected and processed in order to implement by March 2027.



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District Council Report March 2024 Cllr Ellie Newbery

Hyde

We are concerned about the potential increase in service charges on Hyde properties – please can you let us know if you hear of anything about this from residents. If there are problems in individual properties if you contact ElectedRepresentatives@hyde-housing.co.uk or let me know and I can report this to the housing officers at CDC and also the leader meets with Hyde monthly so any issues can also be raised there. We are hoping to collate difficulties so that they can be taken to Hyde.

Budget

The Budget was passed on 27 February 2024. The net budget requirement of £17,618,700 for 2024-2025 was approved.

Council tax will rise by 2.99% which equates to £5.41 on the council tax Band D average, or just over 10 pence per week. This is the maximum allowed but part of central government settlement is based on this figure (so in effect if the Council doesn't increase Council tax by this amount then there would be a shortfall). There was extra funding from central government this year of £149,195 which was gratefully received but confirmation was received late in February and the Council leader called on the government for earlier confirmation and also for settlements for longer than one year to give certainty and assist the Council in planning.

There is a £586,000 surplus mostly due to late notice from central government on the settlement this year and also because of an accounting change on how New Homes Bonus is accounted for.

The budget is balanced and allows CDC to continue to run its statutory and non-statutory services (including Supporting You and Social Prescribing). The budget supports CDC's aims of enhancing environment, supporting our most vulnerable and having a robust and sustainable economy.

Play Equipment

I asked a question at Council about play equipment for rural areas. They encourage parish councils to get in touch with Sarah Peyman Speyman@chichester.gov.uk at CDC to see if any grants are available. CDC Grants and Concessions Panel are particularly sympathetic to requests for new play equipment (rather than replacement equipment). Sports England may also be a source of funding. CDC also suggest the Lottery Fund -particularly for accessible play equipment which is very popular and can attract visitors from further afield.

Stonepillow

We had a talk from the CEO of Stonepillow about the work they and CDC to address homelessness in Chichester. They are doing some really valuable work and any support that we can offer would be most welcome. If anyone sees any rough sleepers, please report them on this link

[StreetLink - Connecting people sleeping rough to local services \(thestreetlink.org.uk\)](https://thestreetlink.org.uk)

All referrals via Streetlink are automated sent to the relevant local authority who are then responsible for acting upon the referrals.

Biodiversity Net Gain

Biodiversity Net Gain became mandatory on 12 February. Biodiversity Net Gain uses habitat types within a calculation metric to assign a biodiversity 'value' to different areas of land. It is now mandatory for all major developments to create at least 10% extra biodiversity (net gain) above and beyond their initial site baseline. This can be achieved by enhancing existing habitats or creating new ones and can even include the implementation of green roofs and



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enhancing particularly unique areas such as ancient woodland. These habitats must be maintained for a minimum of 30 years. Implementation of Biodiversity Net Gain also incentivises nature to thrive in the most strategic of places, aiding in the development of wildlife corridors and Local Nature Recovery Strategies. This will mean that biodiversity in England can become measurably better for nature, people, places and the environment for many years to come.

Climate Champions network

The Environmental Strategy team have recently sent out a short survey to parish councils and local environment groups to gauge interest in establishing a new Climate Champions network. The aim of the network is to support parish councils and their residents to share best practice and identify actions that they can do locally to tackle climate change and support our council's Climate Emergency work. The National Association of Local Councils (NALC) encourages local (parish and town) councils to take action on climate change, and the Climate Champions network can showcase some of the great work happening in our communities and inspire others to do the same. **Please do respond if you can. The survey should take around 10 minutes to complete and the deadline is 28 March 2024**

Meeting your District The next full council is on 19 March 2024. Councillors

Brett can be contacted on email bburkhart@chichester.gov.uk or telephone 07876594168

Ellie will be available in **Fernhurst Hub** on Wednesday 27 March 1-2.30pm or please contact on email enewbery@chichester.gov.uk or telephone 01428 656 941



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Highways Meeting Summary – 01/02/2024

Present:

Mike Dare (MD) (Highways), Cllr Gillian Morton (GM), Cllr Jeremy Parker (JP), Colin Stopher (CS), Viki Williams (VW) (Clerk)

Milland Crossroads

- Discussion around various ideas around traffic calming, MD reminded that any structural traffic calming would require street lighting and a Community Highways Scheme (CHS).
- Request that the white lines on the Fernhurst road, previously removed as part of surface repairs, NOT be reinstated and instead edge lines be added to 'narrow' the road. MD to investigate – internal WSCC Highways email sent (MD – James White) 02/02/2024, making the request.
- MD suggested a 20mph zone around the crossroads using a TRO application changing the current 30mph zone to 20 be made.
 - There are rules regarding changes in speed and a 400m minimum length of any one speed must be in place.
 - In order to obtain a 20mph speed limit, the average speed of cars at present must be 26mph or below.
- MD confirmed that the speed reduction for the Fernhurst Road near to the school is more complicated. MD to investigate, potential for crossing, any scheme here would require a CHS.
- Borden Wood has passed stage 1 of the application process, which MD explained was positive.