



Milland Parish Council Minutes – January 2023

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, 11th January 2023 in Milland Memorial Hall

Present: Mrs. L Myles (LM) (in the Chair), Mrs. S Hoar (SH), Mr. C Stopher (CS), Mrs. M Truss (MT), Mrs J Pilkington (JP), Mr A Farley (AF). District Councillor Peter Wilding (PW)

034. Apologies: County Councillor Kate O’Kelly, Mr. J Parker (JVP), Sir J Wigram (JW)

035. Minutes of the Meeting 9th November 2022

Approval **proposed** by Mrs. M Truss and **seconded** by Mr A Farley

036. Declaration of personal or prejudicial interests

None

037.

**a. County Councillor Report Milland Parish Council 11th January 2023 – full report attached -
Summary below:**

- **Transport and Infrastructure**
 - Reporting Highways issues
 - Cycling
- **Housing and Communities**
 - Chichester District Council smartphone app
 - Damp and Mould
 - Local Plan
 - WSCC Full Council
- **Environment and Wellbeing**
 - Health and Social Care Meeting

Next drop-in Midhurst the Grange 30th Jan 10.30-12.30

b. District Councillor Report Milland Parish Council 11th January 2023 – full report attached

Discussion at meeting

Local Plan (LP)

- PW stated that it is now vital that the LP is finalised and approved. It is currently in draft format and estimated progression is as follows:
 - Submitted to Council 24th January 2023.
 - If approved by the Council it will go out to public consultation estimated to take place 3rd March -17th April 2023, at which point PCs are invited to review and comment.
 - Following public consultation the LP will then be submitted to an inspector for the formal exam.

District Council Elections

- District Council elections are to take place on the 4th May 2023 and are entirely organised by the District Council which will involve a great deal of preparation and staffing.

All Parishes Meeting

- The next All Parishes Meeting is to be held on 6th February 2023. The main item to be discussed is the Local Plan. The session will provide an outline of the key elements of the local plan, including the proposed plan strategy and policies for managing housing and other development over the next 15 years, together with the associated infrastructure Delivery Plan.
- PW recommended that members of the PC should attend to enable them to make informed comments during the public consultation.

Levelling Up funding

- CDC have submitted a £13.7 million Levelling Up bid to help revitalise Chichester. Proposed projects have to demonstrate significant improvements to the district. CDC submitted a number of projects even though the decision had been forecasted for November 2022, the Council is still waiting to hear the outcome of the bid.

Questions asked to the District Councillor

- LM raised her concerns regarding both the proposed Boundary Commission changes and the handling of the consultation process surrounding the changes.
- She reported that she had contacted both the Boundary Commission and Chichester District Council to raise her concerns. The Commission responded that the dissemination of the information for comment was the responsibility of the District Councils, who when asked, reported that they had promoted the consultation widely and asked District Councillors to inform all the Parish Councils. On further investigation she could find little or no information on the CDC website nor social media accounts and she was keen to feedback the Council's disappointment.
- PW stated that the proposed changes had been put forward to ensure fair representation on behalf of voters for all MPs, but agreed that the boundary changes were extensive and would change the dynamic of the electorate. He added that the changes for some parishes might be reversed but feared that the Fernhurst Ward and therefore Milland would be reassigned.
- He could not comment on the CDC handling of the consultation but suggested that the PC should raise its concerns with the Chief Executive of the District Council.
- It was **AGREED** that LM would write again to the Boundary Commission to feedback her findings with regard to the lack of consultation. In addition she confirmed that she would attend the All Parishes' meeting so that she would be able to feedback any concerns raised at the meeting directly to the Chief Executive.

Action: LM

038. Public Participation

None

039. Matters arising from the Minutes

Precept

- LM asked for clarification of Sir John Wigram's comments at the November meeting:
JW raised his concerns that in order to justify the precept the Council must continue to look at the projects it could provide and/or help to fund.
- The Clerk explained that JW felt that the Council must continue to seek out projects which would benefit the Parish in order to justify its precept.

Grant

- Following a query by AF the Clerk confirmed that she would be circulating a Grants Awarding Policy for consideration at the next meeting.

Milland Parish Council Minutes – January 2023

040. Finance

a) Statement of Accounts – V Williams – Previously emailed

April Starting Balance £15,047.04																
Milland Parish Council		Statement - January 2022														
Balance b/f		01.01.23		£26,616.58												
Payments Previously Made																
Date	Payments Made	Description	Gross	VAT	Net											
28.12.22	PWL	Loan Repayment	654.95	0.00	654.95	DD										
02.12.22	Vision ICT	.GOV.UK Domain Renewal	£78.00	£13.00	£65.00	OL117										
05.12.22	Catersland Wildflower	Beehive Grant - Noticeboard	£996.00	£0.00	£996.00	Trans										
08.12.22	Nest	Pension Contribution	£42.88	£0.00	£42.88	DD										
23.12.22	R Findlay	Parish Maintenance Nov - Dec	£233.00	£0.00	£233.00	OL118										
23.12.22	Vision ICT	Email Hosting	£21.60	£3.60	£18.00	OL119										
05.01.23	Nest	Pension Contribution	£42.88	£0.00	£42.88	DD										
Totals			£233.00	£0.00	£2,052.71											
Payments Received																
Date	Payments Received	Description	Gross													
18.11.22	SDNPA	Beehive Grant - Catersland Noticeboard	£996.00													
Totals			£996.00													
Payments For Approval																
Date	Payments For Approval	Description	Gross	VAT	Net											
11.01.23	V Williams 31.12.22 (09)	Salary £ - P.09 Office £58.33	£986.81	£0.00	£986.81	OL120	P	LGA72								
11.01.23	V Williams 31.01.23 (10)	Salary £ - P.10 Office £58.33	£986.61	£0.00	£986.61	OL121	P	LGA72								
11.01.23	Microsoma	Antivirus and Cloud Back up	£110.00	£0.00	£110.00	OL122	P	LGA72								
11.01.23	Mulberry and Co	CILCA Training	£182.50	£0.00	£182.50	OL123	P	LGA72								
11.01.23	Azets	Payroll Services	£78.00	£13.00	£65.00	OL124	P	LGA72								
11.01.23	R Findlay	Maintenance Jan	£867.00	£0.00	£867.00	OL125	P	LGA72								
Total payments due			£3,210.92	£13.00	£3,197.92											
Estimate Balance after Payments			£23,405.66													
Less Ringfenced Funds			£6,998.74													
Estimate Available funds			£16,406.92													
Ringfenced funds																
MTC Resurfacing fund			£2,670.00													
Jubilee Fund			£2,052.00													
Defibrillator fund			£2,276.74													
TOTAL			£6,998.74													
P - Precept; O-Outside Precept; E-Excess of Precept																

b) These Payments were Approved

Action: Clerk

041. Other Administration

a) Community Fund

- Following discussion at the last meeting the Clerk had circulated Jeremy Parker’s draft Sub Committee Financial Regulations for consideration.
- In his absence it was agreed to postpone further discussion but the Clerk requested that everyone should read and formulate any comments on the document in preparation for discussion at the March meeting.

Action: Clerk

b) Defibrillator Training

- Following the agreement that an Automated External Defibrillator (AED) course should be run and funded by the PC the Clerk had gauged the level of interest with an article in the December Milland Valley News (MVN), on Social Media, the digital screen and the Website.
- 15 people had registered interest and she proposed that the course should be booked now and be held at the end of February/early March to encourage participation.
- This was **AGREED**.

Action: Clerk

042. Planning – Cllr Stopher

a) Planning Applications/Decisions

New Planning Applications

Week 47

- **SDNP/22/05265/APNB** - Twin Span Polytunnel. Home Farm, Cinder Lane, Milland, West Sussex, GU30 7LR

Week 49

- **SDNP/22/05103/HOUS** - Installation of a free-standing greenhouse. Hammerfield, Cooks Pond Road, Milland, West Sussex, GU30 7JY

Week 51

- **SDNP/22/05777/BBPN** - Install fixed line broadband electronic communications apparatus - 3 no. wooden pole to allow for installation of a new fibre optic cable. New Barn Farm, Rake Road, Milland, West Sussex

Week 02

- **SDNP/22/05783/HOUS** - Single storey front porch extension and the addition of window and door to garage frontage. 9 West Meade, Milland, West Sussex, GU30 7NB

Discussion at Meeting

- **SDNP/22/05265/APNB** – The applicant contacted CS before Christmas to report that SDNPA were unwilling to negotiate at all on the application. CS spoke to the District Councillor who informed him that the deadline for him to become involved had passed. CS therefore recommended that the applicant should re-apply and if necessary, the District Councillor would red card it. CS had also written to the Planning Authority in support of the application.
- **SDNP/22/04643/HOUS** - 2 no. ground floor extensions to south elevation, change of use of loft to create habitable space, replacement roof with raised roof height, 3 no. dormers to south elevation and 3 no. dormers to north elevation, new front porch and various alterations including changes to fenestration. Lyfords Bridge Bungalow , Milland Road, Milland, West Sussex, GU30 7NA.
 - This application was received in week 45 on the day of the November MPC meeting. This did not allow enough time for full consideration of this extensive extension.
 - On inspection of all the application documents, CS had concerns about the validity of the statement that two of the current rooms were currently bedrooms. CS highlighted this to the Planning Officer involved who agreed to investigate this further on the site visit.
 - CS would continue to communicate with the Officer to see if it complies with their criteria as there were no further policies in the neighbourhood plan which could be used to object.
- **SDNP/22/04381/FUL** - Demolition of existing dwelling and erection of replacement dwelling. Stocksfield Borden Lane Borden Milland GU30 7JZ.
 - CS reported that SDNPA had informed the applicants that if they wished to present a new application this must be submitted by 21st December 2022. However there has been no evidence of this on the planning portal.

043. Environment & Amenities and Highways matters

a) King's Coronation

- Following a meeting of the West Sussex Association of Local Councils (WSALC) AGM JP had circulated information reporting that WSALC are now fully engaged with the Lieutenancy. He proposed that Milland should invite the Lord Lieutenant to the Milland Coronation event. In his absence and with no further details it was **AGREED** to postpone further discussion to the March Meeting.

Action: Clerk / JVP

- The Clerk reported that she had not yet heard back from the Jubilee Committee regarding their intention to spend the ringfenced £2,052 raised at the Platinum Jubilee event. She highlighted that some of this money could be held back for events in connection with the King's Coronation but that the decision for donating the remaining funds is paramount. It was **AGREED** that the Clerk would contact the committee again.

Action: Clerk

- iii. The Clerk stated that with the King’s Coronation planned for on Saturday 6th May 2023 any decisions in connection with this would have to be made prior to this date at the March Full Council meeting.
- It was suggested that the Committee who ran the Jubilee event be contacted to determine whether they wished to run this next event as a sub committee of the PC with the Clerk and JVP as members. This was **AGREED**.

Action: Clerk

b) Traffic Calming

- CS reported that while he had received support and much enthusiasm for the proposal, he was concerned that the current volume of responses may not be enough to demonstrate a full and effective consultation process.
- Whilst the school have been extremely supportive of the proposal, they are yet to submit a written representation. CS is to continue work on the project and communication with the school.

Action: CS

c) Public Realm Campaign

- Following the WSALC AGM JP had circulated information regarding this Sussex Heritage Trust initiative which is looking to support projects that preserve and/or improve the architectural and natural landscape of Sussex. JP suggested that the Iping Road Cart Shed or Milland Sports Clubhouse be submitted for consideration.
- In his absence and with no further details it was **AGREED** to postpone further discussion until the March Meeting.

Action: Clerk / JVP

d) Cost of Living Crisis

- Rogate Parish Council had a team from the CDC Supporting You Campaign: <https://www.chichester.gov.uk/supportingyoucampaign> attended a coffee morning on the 11th December 2022. The Rogate Clerk reported that while it wasn’t busy, the team spoke to about 5 people and thought that they had been able to help them all.
- Rogate PC hopes to hold another session and encourage other parishes to consider doing the same. The Clerk suggested that MPC work with Rogate to promote further meetings to be held in their Parish.
- The Rogate Clerk had put together some posters/information for the initiative, all of which have been shared on the MPC website, and where applicable added to the digital screen (Petersfield Free Shop and Midhurst Foodbank).

Action: Clerk

e) Chichester Neighbourhood Policing Team (NPT)

- The NPT at Chichester is reforming into two working teams, providing ownership on two main geographical areas which the police have identified as the “INNER CITY NPT” and “CHICHESTER OUTER NPT”. Milland falls into the north of the outer Chichester area.
- It is hoped that the changes would be entirely positive and the Inspector in charge commended the hardworking officers and sergeants included in the teams. He hoped that they would be able to provide support and presence within these two defined areas.
- As Sussex Police recruit applicants into the roles of PCSO’s and PC’s over the next year these teams will naturally grow providing further presence, knowledge and experience.

Milland Parish Council Minutes – January 2023

- What this change will now provide is a unified team to respond and progress matters requiring the police to work together with Parish Councils and other partner agencies on long term problems.
- Instead of having a single point of contact for a large geographical area, Parish Councils now have a team to discuss collectively the matters they wish to raise for the area.
- It was **AGREED** that the Clerk would invite one of the PCSOs to speak at the Annual Parish Assembly to be held on 12th April 2023.

Action: Clerk

f) Highways

West Sussex County Council Changes to Online Reporting

- The Council has changed the reporting tool/process to Report a problem with a road or pavement.
- Love West Sussex is to be replaced by <https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/>
- This includes quick and easy mobile device friendly online forms with enhanced map functionality providing improved location data.
- This has been advertised on the digital screen and website.

Community Highways Partnerships

- This initiative was again raised at the WSALC AGM. The Clerk summarised that WSCC Highways are looking to form a partnership with PCs to allow the PC to take over some maintenance activities.
- The Clerk said more information was needed and that she felt that as the PC already carries out a large amount of Parish maintenance this may not be applicable to MPC.

Action: Clerk

g) Community Energy Project

- SH reported that she had now spoken to Catriona Cockburn of Energise South Downs who had agreed to come and speak to the PC to introduce this community energy project. The project aim is to deliver a positive future for energy generation and distribution within the SDNP and surrounding areas.
- It was **AGREED** that the Clerk would invite Catriona to speak as part of an upcoming Parish Council Meeting.

Action: Clerk

044. Parish Notices

045-. Date of next meeting – 08 March 2023 – 6pm at Milland Memorial Hall

Chairman: _____ Date : _____

These Minutes are unconfirmed until signed by the Chairman.

Councillor Report for Milland Parish Council 11th Jan 2023

Transport and Infrastructure

Reporting Highways issues

West Sussex County Council has changed the process for reporting road & pavement issues replacing it with online forms and maps which can be used on your mobile or your computer. Love West Sussex is no longer the app.

[Make an enquiry or report a problem with a road or pavement - West Sussex County Council](#)

Cycling

Attended WSCC member cycling group in December – heard from Hampshire CC active travel leaders – they explained how if the culture changes then more cycling grant money can be received from Gov and better schemes can be delivered achieving the national standards, WSCC are way behind – still only paying lip service on active travel, the culture change needs to be embedded in the organisation our group will continue to push for this in 2023.

Housing and Communities

Chichester District Council smartphone app

One of the benefits of this is that CDC can provide residents with personalised updates and notifications on their waste and recycling collections. It enables them to let us know if their crews are running late, and it allows them to notify us of planned changes to collections. You can also report issues such as street cleaning, flytipping, and you can request a new bin.

www.chichester.gov.uk/chichesterdcapp

Damp and Mould

The District Council have produced a new leaflet with detailed advice on mould and how to tackle it www.chichester.gov.uk/media/36430/Damp-Leaflet-Nov-2021/pdf/Damp_leaflet_Nov2021.pdf

The District Council have been advising those who rent their home and are experiencing issues with damp and mould, to report this to their landlord as soon as possible. If the problem worsens, or they don't hear back from their landlord they should contact the CDC housing team by emailing housingstandards@chichester.gov.uk or by calling 01243 534565.

Local Plan

The District Council are about to publish their long-awaited Local Plan – they aim to start consultation in Feb with a view to submitting for inspection in the Summer.

Very challenging as evidence on transport and flood risk keeps on changing and the signals from Government mean there is likely to be more changes to the numbers required.

WSCC Full Council

Our group had a motion that went to Full Council in December on Voter ID – we called for a delay for the implementation of the new law that requires everyone to take photographic ID to the polling station, asking the Cab member to write to Michael Gove. In addition asking the District Council teams to prepare more info for residents on details of how to get free voter cards and postal vote forms and to send this out with the council tax letters should the plans to change the process proceed. Unfortunately this was voted down. Recommend residents without photo ID are encouraged to arrange a postal vote. Forms can be downloaded at [Apply for a postal vote - GOV.UK \(www.gov.uk\)](https://www.gov.uk/apply-for-a-postal-vote)

Environment and Wellbeing

Health and Social Care Meeting

Meeting this week we scrutinised new Stroke specialist service. Proposals are to make St Richards Centre of Excellence open 24/7 for emergency stroke care this is good news for our area. They had to choose between Worthing hospital and St Richards.

My Next drop-in Midhurst the Grange 30th Jan 10.30-12.30



Milland Parish Council Minutes – January 2023

CDC Brief – 9th January 2023

Local Plan

The draft Local Plan should go to Council on 24th January. If Council approve the plan for consultation, then the intention will be to hold the consultation immediately between 3rd February and 17th March and following that, to submit the plan for formal examination. If approved by the Inspector, the District will have an approved Local Plan which will provide a much more robust defence against speculative development.

District Council Elections

These will take place on 6th May and the Council will be busy preparing for these.

All Parishes Meeting

All Parishes Meeting has been arranged for 6th February; the main item on the agenda will be progress on the Local Plan and how Parishes get involved in the Consultation.

Levelling Up funding

CDC have submitted a £13.7 million Levelling Up bid to government to help revitalise Chichester. The Council is still waiting to hear the outcome of the bid.

Milland Parish Council Minutes – January 2023

