

**EAST LAVINGTON PARISH COUNCIL**  
**PARISH COUNCIL DRAFT MEETING MINUTES**

MONDAY 16<sup>th</sup> March 2026 at 18:15

SPC 01 in the Springfield Performance Centre, Seaford College

<b>Meeting Started 18.15</b>		
<b><u>PRESENT</u></b> Cllr Simon Longman, Cllr Barry Gosden, Cllr Charles Britton, Cllr William Yates and Parish Clerk Amy Harte.		
<b><u>IN ATTENDANCE</u></b> Micheal Blunt, Graffham Parish News, John Bracey GPC.		
<u>15/26</u> <b>AGENDA ITEM 1: WELCOME</b> Cllr Longman welcomed all to the meeting.		
<u>16/26</u> <b>AGENDA ITEM 2: APOLOGIES</b> Cllr Patrick Limpus, County Cllr Tom Richardson, WSCC, District Cllr John Cross.		
<u>17/26</u> <b>AGENDA ITEM 3: DECLARATION OF INTERESTS</b> None		
<u>18/26</u> <b>AGENDA ITEM 4: MINUTES OF THE PREVIOUS MEETING HELD ON 19<sup>th</sup> JANUARY 2026 TO BE AGREED AND SIGNED AS A TRUE RECORD.</b> The council RESOLVED that the minutes were an accurate record of the meeting and they were duly signed by Cllr Longman. <b>4.2 COUNCILLORS &amp; CLERK TO REPORT BACK ON ACTION POINTS FROM THE PREVIOUS MEETING</b> 1. Agenda Item 8 – to agree a way forward with the merger with GPC To be discussed in agenda item 8. 2. All other actions carried out.		
<u>19/26</u> <b>AGENDA ITEM 5: VISITORS' QUESTIONS</b> None		
<u>20/26</u> <b>AGENDA ITEM 6: DISTRICT COUNCILLOR'S REPORT (Mr John Cross, District Councillor)</b> CDC MATTERS March 2026		

Several policies were passed at Chichester District Council in the last few months that will greatly benefit the area. The first was the publication of the Housing Policy Grant, whilst this is mainly about incentivising registered housing providers, like Hyde, to update, renovate or refurbish old housing stock instead of selling it off, it also includes and hopes to help smaller Community Housing Trusts. It is sad that social housing providers are more likely to sell rural social housing stock than refurbish. The reasoning being it's too expensive, and social housing providers would rather their stock was in towns and cities than one off locations in villages. The District Council have asked housing providers to contact CDC if they wish to sell off rural housing stock, and where possible the Council, if there is a local need, will intervene. This policy is one area where CDC can make the difference, sell it and lose it or provide a grant to keep it in the social housing stock. So those Parishes that have a Community Housing Trust and own social housing this is something you should be looking at to modernise the properties in your trust.

Another policing that the District Council is choosing to continue, is the 'Supporting You' initiative. This has proved to be invaluable to so many people who are finding life tough at the moment, whether that is saving on household bills, help with housing, problems with health and wellbeing or supporting small businesses. This funding has helped those with mobility issues to stay in their homes, providing grants to improve the energy efficiency of your home; and helped those with the threat of homelessness or are indeed homeless. On this point, often rural homelessness gets overlooked, there are not people sleeping out on streets at night, but what you might have seen are vans or cars parked up in certain locations for several days, they then move on to another spot and thereby never come to anyone's attention. These people are often in dire need of help. If you would like to find out more find [www.chichester.gov.uk/supportingyou](http://www.chichester.gov.uk/supportingyou) or if you, or someone you are helping do not have internet contact me direct on [jcross@chichester.gov.uk](mailto:jcross@chichester.gov.uk)

Finally, some good news. As the CDC Cabinet Member for Culture, Sport and Place, one of the things that has been occupying a lot of time in the last 18 months is the new leisure contract for the districts leisure facilities. District Councils often get mentioned in the press for wasting or spending public funds like confetti. This is rarely the case, Chichester District Councils budget, whilst healthy, must be spent wisely to cover its statutory duties and other obligations. That aside the new leisure contract will not only improve the sport and leisure provision across the district, but it will also see investment in the physical asset and bring nearly 30 million pounds in revenue to the district over the 15-year period, a yield of over 12% on our investment. The sad new is, with Local Government Review, most of that money will not be coming our way, but it does try in investment into the Chichester District leisure facilities.

#### CDC Matters April

One of the things that I get contacted about the most, apart from potholes, is planning issues. This a complex and difficult and emotive subject if you are in the process of applying or are affected by a planning or enforcement issue.

There simply isn't enough space here to go through the whole issue, but I wanted to give a simple insight. Firstly, when a planning application is received it has to be validated, this can take time and that is because until all the relevant documents are gathered a decision on an application cannot commence. Sometimes its something quite easy to resolve, a block plan, other times it's a survey that requires specialist help. If a planning application isn't validated, then it doesn't move forward.

<p>Once the application is validated then all statutory consultants are approached, there are many or these, but all will include the parish council. For all applications the parish councils' opinions and thoughts are seriously considered by planning officers, the parish council are the elected representative of your parish and carry weight. It is important that pre-applicants and applicants consult or speak to the parish council, they can save a lot of time, money and often are very experienced in this process too. Planning applications are then considered by officers against planning law and policy, and a decision is made, a very condensed version of the process but in essence that's it.</p> <p>Where do I come into this process, is usually when the planning officers disagree with the parish council. I will rarely get involved, and contradict the parish council, as I said, in your parish they know your area and issues better than I do. My role is usually helping individual applicants, prodding planning officers to move the process forward. I can have no influence over their decision at this stage; I can only lobby officers to make a decision. In rare cases, where there is a public interest which is beyond planning policy or law, I can ask a case to be brought to the Chichester District Council planning committee. Where this is not applicable are applications that are called in by the South Downs National Park, where no such system exists.</p> <p>If an application comes to the planning committee, which is made up of elected members from all political parties, officers give a presentation on the application, those for and against the application are allowed to speak (3 mins each, max 3 speak for each side) and then the committee will debate and come to a decision. It is important to note that the committee is nonpolitical and acts in a semi judicial way, that is to say its decision is law binding, unless overturned on appeal. The misconception is that the planning committee has a lot of power, in fact it is so constrained by government planning policy and law it often has to pass applications it does not like or support, but to refuse the application would just add costs. Unless there is good reason to refuse, that stand up in law, the committee's decision will be overturned and incur costs on the Council, and consequently us.</p> <p>Hope that gives some insight into this complicated process, do contact your parish council or me if you do need help with a planning application.</p>	
<p><u>21/26</u></p> <p><b>AGENDA ITEM 7: COUNTY COUNCILLOR'S REPORT (Mr Tom Richardson, County Councillor)</b></p> <p>No report sent.</p>	
<p><u>22/26</u></p> <p><b>AGENDA ITEM 8: PARISH COUNCIL ORGANISATION - GRAFFHAM AND EAST LAVINGTON PARISH COUNCILS</b></p> <p>Working group was put together to formulate a memorandum of understanding for the merger. Cllr Longman sent this to Cllr Charlesworth of Graffham Parish Council and she agreed the terms unofficially. Terms were discussed: Cllr Gosden sought clarification on several points; Proportional representation 'electors' or 'residents'. Graffham Local Plan has a financial impact, so would need to be reviewed to formulate a Graffham and East Lavington Local Plan.</p> <p>Community Governance Review progress: It has taken over two months for Cllr Charlesworth from GPC to get a response. Cllr Longman read the response from the</p>	<p>Cllr Longman will review the points raised by Cllr Gosden and recirculate to the Council.</p>

<p>lawyer at CDC. Cost of election was discussed, £3.10 per elector if an election takes place outside of the usual cycle. The next Parish Council elections are in 2027.</p> <p>CDC would be obliged to do a Community Governance Review if one has not been done in the past 15 years, Cllr Britton stated that the last was done in 2007 to 2011, which was internal to CDC. Any costs would need to be identified and forecasted. Meeting with the Chairs of ELPC &amp; GPC and CDC proposed week beginning 18<sup>th</sup> May 2026.</p> <p>Cllr Longman is being considered for Co-option for GPC, he urged other Councillors on ELPC to also apply for Co-Option.</p>	
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<p><u>23/26</u></p> <p><b>AGENDA ITEM 9: PLANNING - Applications &amp; Decisions,</b></p> <p>1. <b>SDNP/25/01181/FUL Tangletrees</b> The Street Graffham West Sussex GU28 0QA Replacement dwelling, ancillary building and associated landscaping including ha-ha and pond. Comments submitted. <b>Comments required by 16<sup>th</sup> March 2026. Expiry date 1<sup>st</sup> April 2026. Red Card procedure initiated by Cllr Cross.</b></p> <p>Revised plans have been submitted. Considering the changes and the situation the issue of curtilage still remains so the council RESOLVED that their response would not change.</p> <p>2. <b>SDNP/26/00595/TPO Great Bury</b>, The Camping And Caravanning Club Graffham Road East Lavington West Sussex GU28 0QF. Fell 3 no. Silver Birch trees (T11, T16 and T19) within Woodland, W subject to EL/98/00424/TPO. <b>Comments required by 20<sup>th</sup> March 2026</b></p> <p>Raise no objection.</p> <p>3. <b>SDNP/25/03160/FUL</b> The Lavington Stud, The Drive, East Lavington, West Sussex, GU28 0NQ. Restoration and regeneration of Lavington Stud and Estate with a new environmental farming and management regime supported by development proposals on two sites comprising: Home Farm: main stud stables area and office. Demolition of C20th stable ranges and barns and the construction of a new principal Estate dwelling with pool and tennis court; renovation and alteration and change of use of traditional courtyard buildings to form 7 no. self-contained holiday lets, offices and a multifunctional space for education, Estate meeting room, and ancillary residential and tourist visitor use; retention of other buildings as existing stables and storage; and Callows (alternative to implemented scheme SDNP/18/00938/FUL): Renovation and alteration of existing buildings to facilitate a change of use to form 5 no. dwellings; demolition of existing bungalow and replacement with one dwelling; renovation, alteration and change of use of existing equestrian buildings to enterprise units within Use Class E(g). Retention of the existing portal framed barn for agricultural storage. <b>Comments submitted, application in progress.</b></p> <p>It is thought that a revised application will be forthcoming.</p>	<p>Clerk to submit comments that the response previously provided still stands.</p> <p>Clerk to submit the response.</p>
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24/26

**AGENDA ITEM 10: FINANCE**

Documents circulated to Councillors by email.

1. Approval of Accounts to 16/03/26

**Income & Expenditure**

EXPENDITURE	DETAIL	DATE (TO BE PAID)	AMOUNT
Clerk's Salary	24 hours@ £18.72	17/03/26	£505.44
Office Allowance	2@£20	17/03/26	£40.00
Microsoft 365	Software	17/03/26	£84.99
ICO	Data Protection Fee	24/02/26	£47.00
<b>Total expenditure</b>			<b>£677.43</b>

The Council RESOLVED to approve the accounts and payments listed above.

INCOME RECEIVED FROM	DETAIL	DATE REC'D	AMOUNT
<b>Total income</b>			

2. Other Financial Issues  
none

25/26

**AGENDA ITEM 12: CORRESPONDENCE & INVITATIONS RECEIVED 20 JANUARY TO 15 MARCH 2026**

All emailed and none outstanding.

DATE	FROM	DETAIL	AGREED ACTION

26/26

**AGENDA ITEM 13: REPORTS RE ATTENDANCE AT MEETINGS, COURSES AND / OR SEMINARS**

WSALC Chairs Forum - Cllr Longman attended.

CDALC meeting - Cllr Britton did not receive the invite from CDALC so did not attend.

WSALC Meeting on 23 March - Cllr Britton will attend.

<p><u>27/26</u></p> <p><b>AGENDA ITEM 14: PARISH MATTERS</b></p> <p><b>1. Minerals &amp; Waste</b>  Cllr Gosden has been in contact with the SDNP and Heath End Sand Pit operators are applying to continue the licence to extract. They still continue to extract without the licence which is not legal.</p> <p><b>2. Rights of way and highways</b>  Cllr Gosden wrote to highways about the drainage at Cathangar crossroad, they said that they would clear the soakaways.</p> <p>Rights of way issues – Footpath 1006 Cathangar Lane. Cllr Gosden raised the issue of the brambles encroaching, so the narrow path is not suitable as a bridleway. This needs clearing and as it is surface vegetation it is the responsibility of the County Council.</p>	<p>Cllr Gosden to request the clearance of footpath 1006</p>
<p><u>28/26</u></p> <p><b>AGENDA ITEM 14: Dates of Forthcoming Meetings</b></p> <p>Monday 18<sup>th</sup> May 2026</p> <p>Monday 20<sup>th</sup> July 2026</p> <p>Monday 21<sup>st</sup> September 2026</p> <p>Monday 16<sup>th</sup> November 2026</p>	
<p><b>These minutes are an accurate record of the meeting</b></p> <p>Signed:</p> <p>Name &amp; Position:</p> <p>Date:</p>	

Meeting closed 19.07