

Clerks report to the Full Council Meeting 14th July 2026

7. Planning

Neighbourhood Plan

The Reg 15 documents were submitted on 18th May 2026. Janet Cheesley has been requested as Examiner and will undertake this role subject to diary commitments nearer the time. CDC Valerie Dobson has further advised:

“Just a quick update to let you know the draft HRA has gone off to NE today and they have 28 days to provide comments, usually they get back a bit sooner but depends on their resources. Once I have their comments then we can look at finalising that Statement and then progress on to the SEA determination side. I need the final version of the HRA and AA Statement to be signed off and complete to then send that with the submitted NP to the statutory bodies (Natural England, Historic England, the Environment Agency and South Downs NP) for comments before we can draft and complete the SEA determination letter.

My apologies as I know none of this procedural side to comply with the regulations is quick but it is needed before we can move to publish for Reg 16.”

9. Winterton Hall CIO Title Transfer

A quote to progress the transfer of Title of £1750 has been received and the Council are asked to consider approval. The original documents which are in themselves photocopies were sent to the previous legal advisor who has now returned them. The quote was based on the January 2025 report received from the previous solicitor as an assessment of the future work needed to achieve Transfer.

10. Roadside Barrier Gap- Coxs Pond.

A quote has been obtained for two bars to be fixed to the entrance of the gap at the road barrier to Coxs Pond. **£600 net** 2 men for half a day. **Pond budget remaining for the year £1000. (Future expenditure envisaged £350 for vegetation clearance Feb 2027)**

GOOD AFTERNOON, JANE

ON THE BACK OF OUR EARLIER TELEPHONE CONVERSATION.

SIMON ATTENDED THE POND AND INSPECTED THE TASK.

WE COULD MODIFY THE RAILING TO RUN ACROSS THE TOP ENTRANCE BY UNSCREWING SOME OF THE CONNECTIONS, INSERTING NEW PIPE USING KEY CLAMP PIPE FITTINGS, WITH MINIMAL DISRUPTION TO THE EXISTING RAILS. (2 X NEW RAILS).

TO UNDERTAKE THESE MODIFICATIONS WOULD BE IN THE REGION OF £600 PLUS VAT. THIS WOULD INCLUDE NEW PARTS.

11. Autumn Printed Newsletter

The Parish Council to consider producing a Newsletter to be printed and posted out in the autumn. Cllr Taylor has confirmed he will over the summer be able to produce this.

Subjects to be included:

- Biodiversity Planting “call for volunteers” and details of activities of the group such as- (school fete) putting up of nest boxes for next spring. Bat walk.
- PROW improvements for connectivity an article on what the PC is trying to achieve as may require some financial investment.
- NP Progress update.
- Litterpick advertise.
- Councillor Vacancies.
- Depending on timing 80s Tea Party Feedback or advertising.
- Anything else?

12. Orchard Planting Areas:

Nell Ball: A hazel tree at Nell Ball was mown down by WSCC Highways. WSCC Highways have been maintaining this area and have previously strimmed around the trees. Despite it being in the ownership of the National Trust, WSCC have boundary rights over it and it therefore needed a licence for us to plant. I have applied for this in retrospect, and this is the response:

Highways Team Update:

“This has been logged as Shrub Planting Licence which is different to Licence to Plant. Shrub Licence the area office deal with. Licence to plant the Tree team deal with, however we don’t allow fruit trees on the highway. It is not practical and created all sorts of issues, fruit fall does not get cleared we get complaints of tripping and slipping, wasp become a hazard and can you believe it children throwing the fruit fall. These types of trees are best in a orchard not on the highway. It does mention on our Tree Guidance notes that edible fruits trees will not be considered

Sorry that I cannot be of assistance in this matter.”

WSCC have said they will replace the mown down tree at Nell Ball but in the light of the above this will need to be an ornamental shrub and a new licence with different plants will need to be applied for.

In addition:

I have obtained the quotes below from our contractor for the strimming every other month in the growing season for consideration by the Parish Council. This will avoid WSCC Highways mowing by mistake in the future.

Nell Ball £25net per cut (£125 per season)

Dunsfold Rd £35 net per cut (£175 per season)

13. Biodiversity Working Group activities:

- The table at the school fete was well set up and the educational games well thought out however there were so many attractions and a future table at the event may not be worth the time and effort involved in preparations. The fete appeared to be a great success anyway.
- The licence for the layby has come through but it was incorrectly made out in my name rather than the Parish Council and also Rosa Rugosa have been swapped for the Dog Rose in greater numbers by the group and the licence needs to reflect this. In theory however the Parish Council should consider whether to take this extra area of land on for maintenance.
- The group have considered a bat walk for residents and the following quote has been obtained. The Parish Council to consider progressing this>
Your email found me via the Lost Woods. Thanks for your enquiry regarding a bat evening in Plaistow. I do run bat evenings - and this can be a walk with a short talk at the start about bats. Or other groups ask me to start with a short illustrated PowerPoint talk in a local venue or church. Either way the introduction is followed by a session looking and listening to bats with handheld detectors.
I charge £185 for a bat evening (including travel)
If you are interested let me know and we can try and find a suitable date.

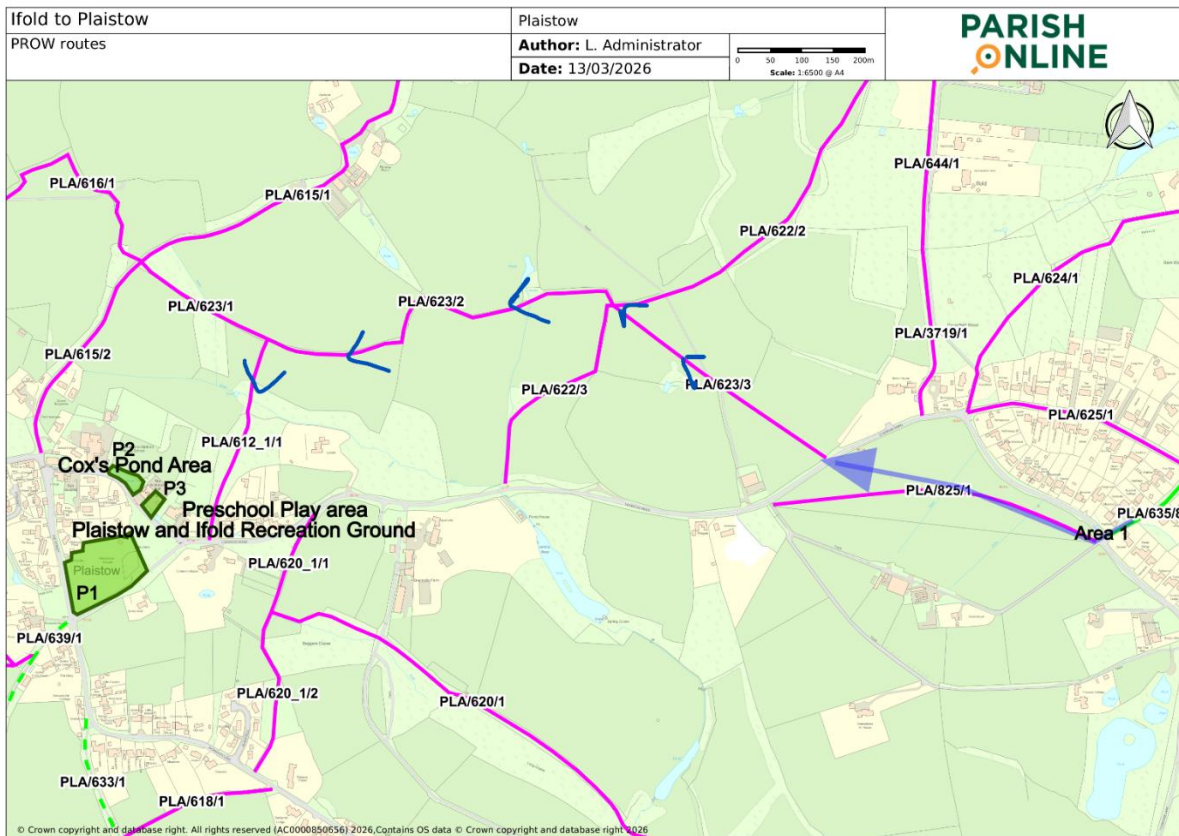
14. Clerks Updates: PROW Improvements

Response from WSCC PROW:

In terms of the desires for what status you have for the routes will need to be agreed before anything proceeds and if it is a higher status, for instance Bridleway (to allow cyclists), then the first step would be to approach landowners to establish if there is an appetite to formally designate the paths as Bridleways and also assess whether those routes are feasible for improvement to that standard. This work being done at a local level would be really beneficial before too much time is spent on progressing anything because without landowner agreement or the space to provide a suitable width for cycling (most commonly 3m width) then that would be considered a show stopper to the proposed improvement. If I am honest we will struggle to prioritise this initial work due to the Rangers being focussed on inspections and dealing with day to day enquiries across the areas.

If however a decision is made to simply improve the surfaces then that is simpler but the key element to this will be to identify funding. We do have some funds from our revenue budget that we could contribute but the majority of our funds need to be channelled in maintaining the network and our Capital Improvement funds are directed to our priority paths across the County which are focussed on replacing broken bridges and repairing surfaces that have fallen into disrepair. Improvements such as this are something we do support but to improve their priority joint funding would be something that would really help.

As previously explained the Parish Council could lead on PROW improvements and the reality is that may be the quickest way to deliver desired surface improvements but we can of course support with specifications and funding as well. Are you able to describe the work, done to date from your point of view to explore options to improve these routes in line with the two possible options set out above. **Nick Scott**, Principal Rights of Way Officer



Loxwood Sewage Treatment Plant discharge data

Operational Summary - 2021-2024

Loxwood Stream |
 430 Spills |
 7922 hours |
 % 22.59

How are spills calculated?

The declared body of water receiving this discharge is the "Loxwood Stream"

This station has discharged sewage 430 time(s).

The station has discharged for a total of 7922 hour(s).

This is 22.59% of the time which we have data for.

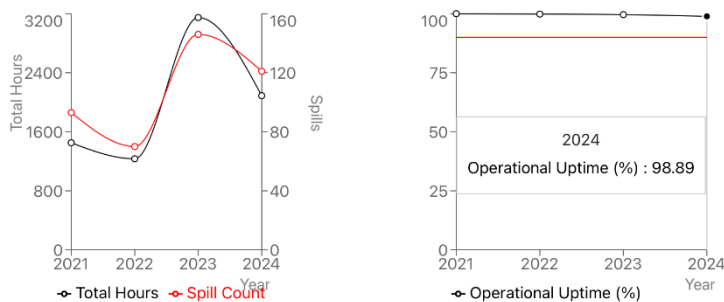
In total: 330 day(s)* of elapsed time.

% 99 |
 350.6 hours

This monitor has been operational for 99% of its total time we have data for.

There are 350.64 hours unaccounted for due to downtime of the monitor.

The worst year in our records for the "Loxwood WWTW Brewhurst Lane Loxwood" is 2023, discharging sewage for 3148.4 hours of the year.



Uptimes below 90% (red line) should be accompanied by a reason

*This is total time in days, not individual days.

Yearly Summary Most Recent Year - 2024