GRAFFHAM PARISH COUNCIL

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FULL PARISH COUNCIL MEETING
Wednesday 4 November 2026

Councillors are hereby summoned to attend the Full Parish Council Meeting
of Graffham Parish Council to be held
in The Empire Hall, Graffham.
on **Wednesday 4 November 2026** commencing at **6.30pm**

AGENDA

1. Welcome

2. Apologies for Absence
To receive apologies for absence and approve reasons for absence.

3. Declarations of Interest
To receive from Members any declarations of disclosable pecuniary and non-pecuniary interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Graffham Members' Code of Conduct.

4. Minutes
1. To approve as an accurate record the minutes of the Full Parish Council meetings held on 9 September and 12 October 2026 (These minutes have been circulated to members prior to this Meeting.)

2. Action Points from the previous meeting:
1. Scribe Accounts in the process of being set up, the schedule of regular payments will be generated by this when it is set up.
2. Emergency and Resilience plan in progress Agenda Item 8 - Clerk & Cllr Charlesworth
3. Quotes for the closed churchyard wall – Cllr Bracey
4. Cost of bleed kits- Cllr Charlesworth
5. New bank account for Recreation ground payments- In progress - Clerk
6. Policies – in progress- Clerk & Cllr Charlesworth
7. Graffham Recreation Ground planning issue resolved and the grant application in progress – Clerk & Cllr Bracey
8. Maintenance contract tender process – Clerk requires some assistance with the specification of works.

5. Public Participation
Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.

6. CDC Report – Cllr John Cross

7. WSCC Report – Cllr Tom Richardson

8. Emergency and Resilience plan

9. Projects

i) Traffic Scheme 20 MPH
   a. New TRO application advised by WSCC
   b. Children's signs
ii) Closed Churchyard.
   a. Register, map and Record.
iii) Recreation Ground
   a. Recreation Ground transfer of land in progress
   b. Trustee Role and Management Committee

10. Proposed Merger Graffham & ELPC Update

11. Finance:

i) Payments made or received since last meeting.
ii) Approve accounts to date.
iii) Budget 2027-2028
iv) KMGF – responding to cases of hardship

12. Planning Applications and Decisions

i) To consider the Council's observations on the SDNP planning applications made since last meeting:

SDNP/26/03655/FUL Hoyle Depot Topleigh Road Graffham West Sussex GU28 0LR Permanent retention of existing agricultural worker's dwelling at Hoyle Farm. **Response required by 13 November 2026**

ii) To note decisions made on planning applications decided since the last meeting:

SDNP/26/02770/HOUS Jaysfield Lodge, The Street, Graffham, West Sussex, GU28 0QB. Demolition of linked studio and erection of single storey replacement rear extension. Comments submitted. **Application in progress**.

SDNP/25/03160/FUL The Lavington Stud , The Drive, East Lavington, West Sussex, GU28 0NQ (Amended Plans and Description) 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 Calloways (alternative to implemented scheme SDNP/18/00938/FUL): Renovation and alteration of existing buildings to facilitate a change of use to form 7 no. dwellings; demolition of existing bungalow and replacement with two dwellings; 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. Comments submitted. **Application in progress – reported Approved but remains in progress on website.**

SDNP/25/01181/FUL SDNP/26/02879/DCOND Tangletrees, The Street, Graffham, West Sussex, GU28 0QA Replacement dwelling, ancillary building and associated landscaping including ha-ha and pond. Appeal on conditions imposed on the planning permission granted. **Comments submitted on both the appeal and the discharge of conditions. Applications approved.**

SDNP/26/02777/HOUS Old Perrots House Perrott Lane Graffham West Sussex GU28 0NZ. Removal of existing glazed roof, infilling of affected roof and addition of a new rooflight. External alterations and changes to fenestration. **Application approved.**

SDNP/26/01543/HOUS Fairhurst, The Street, Graffham, West Sussex, GU28 0QA Replacement of existing conservatory with new single storey extension, and formation of new access and driveway. **Application approved.**

SDNP/25/04998/HOUS The Folly Graffham Common Road Graffham West Sussex GU28 0PT. Erection of garage with pitched dormer windows and conservation rooflights. **Application refused.**

SDNP/26/00943/HOUS Yew Cottage 1 The Street Graffham West Sussex GU28 0QA.
Erection of single-storey extension. Comments required by 30 June.
A no objection response was submitted**. Application in progress.**

SDNP/25/01323/FUL The Woodcote Woodcote Lane Graffham West Sussex GU28 0NT Extension and remodelling of the existing pub and guest rooms to provide a bistro, restaurant, and 16 guest bedrooms in detached lodges, with associated works including extending the car park, EV charging facilities, sustainable land and water management measures, native tree and hedgerow planting. Comments submitted. **Application approved**

13. Reports

i) Empire Hall
ii) Environment
iii) Highways, Byways & Footpaths
iv) The Recreation Ground and Pavillion
v) Selham & Ambersham

14. Agenda Items for Future Meetings

15. Date of Next Meeting

Wednesday 6 January 2026

Public Attendance

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Clerk or contact a Parish Councillor prior to the meeting.