WEST WITTERING PARISH COUNCIL

MINUTES of THE MEETING of the Parish Council

Held on Thursday June 3rd, 2021, at 7pm in the Memorial Hall, Elms Lane, West Wittering.

West Wittering Parish Councillors PRESENT: Mr Bob Hutton (Chairman), Mr B Buckland, Mr K MARTIN, Mrs B Wright, Mrs jean Barrett (vice-chairman), Mrs N PIKE, Mr S Debeger and seven members of the public.

Chichester District Council (CDC) Councillors present: Mr G barrett.

West Sussex County Council (WSCC) Councillor present: Mr P Montyn.

**206/21** **APOLOGIES FOR ABSENCE** – Mr Patel, Mrs Handford, and Mrs Taylor and Mrs Hamilton from CDC also sent their apologies.

 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT –** None

 **207/21.** **CONFIRMATION OF MINUTES AND MATTERS ARISING –** On a proposal by Cllr Martin and seconded by Cllr Wright the minutes of the previous meeting held on May 4th 2021, were approved.

**208/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –**

Mr Montyn reported that he had been duly elected as the County Councillor for the area and is Chairman of the Policy and Resources scrutiny committee and a member of the planning committee which deals with the strategic planning issues for the area. Representation on external bodies had not yet been confirmed but Mr Montyn was hopeful to continue to represent the area on the Chichester Harbour Conservancy.

Cllr Barrett had not yet received the Members Bulletin but would circulate it when it was received. On Monday there will be a meeting of the Manhood Peninsula Partnership and Cllr Barrett has the link if required. Cllr Barrett reported that he was still concerned about the problems with sewage caused by Condition 19 not being fulfilled on the Northfields site. Letters from the Parish Council supported by the school have been sent to the Planning Authority on this matter.

Cllr Barrett noted that the traffic flow for beach traffic remains good but there had been an issue with a coach that had been turned away as it had not booked. The Coach then parked in the village as do many cars but a Coach can cause a serious problem depending on where it eventually parks. This will be discussed with West Wittering Estates. The enforcement officers have been present every day although the Parish Council were disappointed in the numbers of tickets issued compared to the numbers of cars illegally parked. The beach between Joliffe Road and WWE was packed with people and many cars were parked on the roads.

**The Chairman opened the meeting for Councillors and members of the public to question their County and District Councillors.**

Ms Milnes commented on the recent article regarding the urbanisation of the Peninsula and that the emerging Local Plan would say that the housing need for West Wittering was zero. The lack of a Local Plan means that applications are more difficult to refuse. Can these applications be delayed until the Local Plan is adopted? Cllr Barrett confirmed that work was progressing on the Plan and much work had been done to raise the issues of concern such as the sewage issue. The Parish Council had also written to CDC on this topic.

Ms Johnson commented that local social media had reported on the traffic jams at the weekend. Some Councillors had needed to travel and had not had any serious delays, but more time was always required for journeys during the summer season or school holidays. The traffic flow was much improved following WWE managing the pre booking of the Car Park and commended Mr Crespi for this initiative. All partners involved in parking and highways in the village were working together with WWE to address the parking issues.

**209/21.** **PLANNING MINUTES –** The minutes of the Planning Committee held on May 26th 2021 were noted.

**210/21. Report on the meeting with the Police and Crime Commissioner’s Communications and Engagement Officer and WSALC –** The Clerk reported that the bi-annual meeting between local Parish Councils and the Police and Crime Commissioner’s Senior Communications Officer and Trevor Leggo, the Chief Executive of WSALC had taken place. Both East Witttering and West Wittering have experienced similar issues in terms of parking with East Wittering also experiencing some anti-social behaviour around the Barn. Some younger people from West Wittering were also involved. The appointment of a Youth Worker for three years as a result of a successful Lottery bid by Youth Dreams and East Wittering and Bracklesham Parish Council should help with this issue. The Youth worker will also be available to West Wittering. Trevor Leggo will investigate the claim that Parish Council phone calls made to the Police do not carry any extra weight and only count as one call when ten people may have complained to the Parish Council about an issue. The number of calls is part of the criteria used in determining whether a police officer will attend an incident and is therefore important. The numbers of surfers breaking Covid-19 travel regulations during the springtide period is an example of this with the Parish Council receiving many complaints from residents. The Police did in fact attend on this occasion but in the afternoon when the surfers had all departed.

 **211/21. CDC Planning Committee attendance** – The attendance at the Chichester District Council Planning Committee on Wednesday June 9th where the application for a development on the Land West of Church Road was on the agenda was discussed. A detailed objection has already been submitted to CDC when the application was first listed but the Planning Committee is another opportunity to present key issues to Members of the Planning Committee by having a statement read out and by writing to Committee Members directly. A discussion was held with Members of the public present on what could be included in the statement and all felt that this was an opportunity to express the passion and strength of feeling in the area.

**212/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

1. **Environment and Green Spaces** – On a proposal by Cllr Wright and seconded by Cllr Buckland it was resolved to take this item in private session at the end of the meeting.
2. **Community Liaison –** nothing to report at this stage.
3. **Parish Projects –** The Clerk reported on a recent meeting between Jane Reeve from the FLOW project and West Sussex County Council where the current position on local drainage and flooding issues were discussed and actions agreed. The Clerk will contact a Councillor from Itchenor Parish Council and the technical experts from both the District and County Councils. Th Clerk also updated the Parish Council on the Community Speed Watch Group. Sites had now been identified and risk assessed by the Police and the next step was for volunteers to be trained.
4. **Parish Administration** – The Clerk presented the Annual Return – Annual Governance Statement 20/21 and the Annual Return - Annual Accounting Statement 20/21 to the Parish Council for approval. The Returns were duly approved for submission to the external auditor. On a proposal by Cllr Wright and seconded by Cllr Debeger, the accounts for payments totalling £14.165.32 were approved and are recorded below as Appendix one. The Budget Monitor for May 2021 was received. Cllr Martin questioned the dispute with castle water and the Clerk agreed to investigate further.
5. **Representation on other bodies -** Cllr Martin reported that the Poor Sevens Charity had met, and the two trustees, Rev Jonathan Swindells and Mr Dick Howeson had welcomed Cllr Lesley Handford onto the Board and also the Clerk as secretary to the Board. The Pavilion, Rookwood Road has been registered as the Charity address. The workload of the secretary will be reviewed after twelve months. The charity now had £5k to distribute and discussions are now taking place about the best way to do this. The purpose of the Charity is to support the poor of West Wittering Parish and originally this was probably the Ecclesiastical Parish boundary although going forwards the Civil Parish boundary will be used.

Cllr J Barrett reported back on a meeting with West Wittering Estates (WWE) that she and the Chairman had attended. A number of initiatives to prevent unlawful parking in the village were discussed and, if approved by WSCC Highways, notices would be displayed around the village and the initiatives will be implemented before the summer season.This will be funded by WWE.

**213/21. CORRESPONDENCE –** The Clerk reported that the Community Speed Watch group was now established with Sussex Police and that potential sites had been identified and risk assessed by the Police. Face to face training by Sussex Police on the use of the equipment to be used at the roadside will be arranged shortly.

The Chairman reported on a request from a resident to seek protection for an area of land in Redlands Lane that the resident has maintained for a number of years for wild fauna and flora to grow but the land is privately owned. The resident has asked if the Parish Council can ascertain if any formal protection can be obtained for the area. Cllr Pike suggested that Sussex Wildlife Trust be contacted on this matter.

An email had been received from the Chair of the Manhood Peninsular Action Group (MPAG) clarifying the situation for Parish Councillors who are also members of MPAG. Following advice from the West Sussex Association of Parish Councils any Parish Councillor can be a member of MPAG as an individual and not as a Parish Councillor. This is to avoid any conflict of interest and challenges of pre-determination when considering Planning Applications.

 Cllr Martin had responded to an enquiry for a resident of Ellanore Lane regarding a planning application and had a useful discussion on the condition of the Lane which had highlighted that the responsibility for repairing damage after building works was complex.

**214/21.** **OPEN FORUM –**

Cllr Wright congratulated the Chairman and Clerk on the successful Parish Assembly recently held at the West Wittering Cricket Club Pavilion. Cllr Buckland commented that the flowering plants by the cycle path on Cakeham Road had not had chance to grow due to the verges not being cut and asked if anything could be done. The Chairman agreed to look into this.

Ms Johnson asked if there would be any consultation on the WWE plans for limiting parking in the village. Councillors confirmed that this would be dealt with by WWE and the Highways department of WSCC although the presentation by WWE at the Parish Assembly was one form of consultation and the attendees were complimentary about the plans.

The Chairman thanked all for their attendance and contribution.

**215/21. Closed session.** The Chairman confirmed that a report had been considered at the recent Village Green Working Party and updated the Councillors on the situation. Given the timings involved the Parish Council agreed to delegate any decisions required before the next meeting to the Chairman and Vice-Chairman.

There being no further business for discussion the meeting closed at 9.45pm.

 Signed:
 Chairman

 Date:

**The next meeting of the Parish Council will be held on Thursday July 1st 2021, at 7pm in The Memorial Hall due to Covid regulations requiring more space for face to face meetings. Face coverings must be worn.**

**THESE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE COUNCIL AT THE NEXT MEETING, AND MAY BE AMENDED BY RESOLUTION. COPIES OF ALL UNAPPROVED MINUTES, AND AGENDA AND MORE INFORMATION ABOUT WEST WITTERING PARISH COUNCIL CAN BE FOUND ON THE PARISH COUNCIL’S WEB SITE:** [**www.westwitteringparishcouncil.gov.uk**](http://www.westwitteringparishcouncil.gov.uk)

**Appendix 1 - Payments for approval June 2021**

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| **PAYEE** | **DESCRIPTON** | **AMOUNT £** |
|  |  |  |
| A T Hickman | Health &Safety & maintenance. | 100.00 |
| B&M Plant Hire | Removal of shingle at the end of Joliffe Road | 432.00 |
| CDC | Emptying the litter bins | 62.60 |
| Chichester District Council | WWPC contribution towards the Manhood Peninsular Partnership project officer | 1074.00 |
| Covers | Materials for the cement base for the Allotment shed improvements | 181.08 |
| English Gardens | Pavilion garden | 45.00 |
| Eradipest | Playground and urban gym sanitised and cleaned. | 144.00 |
| JNR |  IT support. | 199.68 |
| Jones Brothers | Materials for Allotment roof improvements | 1769.67 |
| Parish Council administration | Clerk’s salary and expenses. | 1569.63 |
| Profile Engineering | Annual service to the Pavilion shutters. | 350.00 |
| SSE | Electricity supply to the Public Conveniences | 111.97 |
| SSE | Electricity supply to the Pavilion. | 438.49 |
| SWR Garden services | Village green and play area x2 plus clearance on daffodil tops. | 368.00 |
| Screen Warehouse | Screen dividers for desks at the Pavilion | 181.26 |
| Sussex Estate Care ltd | Contracted grounds maintenance-cycle path for March, Marine Drive Triangle for May. | 108.00 |
| West Sussex County Council | Annual street lighting maintenance for 2020/21 | 2270.38 |
| West Wittering Cricket Club | Catering and room hire for the Annual Parish Assembly | 415.10 |
| Zurich insurance | Annual parish Council insurance | 2524.88 |
| **BANK PAYMENTS** |  | **00000999911180** |
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| British Telecom | Broadband and landline. | 70.37 |
| HMRC  | Liabilities for April and May | 1427.36 |
| NEST | Clerk’s pension | 161.23 |
| RAMAR | HR Services. | 10.50 |
| Website Success | Website support. | 126.00 |
| Vodafone ltd | Parish mobile. | 10.03 |
| Zoom | Clerk’s license(monthly). | 14.39 |
| **TOTAL** |  | **14165.62** |