WEST WITTERING PARISH COUNCIL

MINUTES of the Meeting of the Parish Council

held on Thursday 6th February 2020, 7pm, in the Sports Pavilion,
Rookwood Road, West Wittering, P020 8LT

 PRESENT: Mr Bob Hutton (Chairman), Mr K MARTIN, MR b Buckland, Mrs B Wright, Mr ray lewis.

 mr P Montyn (WSCC) was also present plus 7 members of the public.

**83/20.APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT** Cllr J Barrett, Cllr N Pike and Cllr H Patel gave their apologies. Cllr E Hamilton, Cllr S Taylor and Cllr G Barrett also gave their apologies. There were no declarations of interest under the Code of Conduct.

**84/20.** **OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN** **URGENT NATURE)** – None raised.

**85/20.** **CONFIRMATION OF MINUTES AND MATTERS ARISING** – On a proposal by Cllr Martin and seconded by Cllr Wright, the minutes of the meeting held on January 9th were confirmed.

**86/20. SECTION 137 GRANT APPLICATIONS -** The Parish Council received a short presentation from Mr Nick Matthews, the Headmaster of West Wittering Parochial Church of England Primary School on their application for a Section 137 grant in order to complete the implementation of the Accelerated Readers project. Mr Matthews explained how the system worked and the importance of reading development at this stage in a child’s education. The funding this year would enable the full implementation of the scheme and would enable the tracking of progress for the 65 children from West Wittering. On a proposal by Cllr Martin and seconded by Cllr Wright the Parish Council agreed to award the School the requested £1250.00 using its powers under S137 of the Local Government Act 1972 on the basis that anyone awarded a grant provide either services to a significant proportion of the electorate or a project benefitting a significant proportion of the Parish,

The Chairman introduced the application from the Community Responders where demand has increased, and costs have risen. Four more defibrillators are now in place in the village and two more responders have been recruited. On a proposal by Cllr Lewis and seconded by Cllr Buckland, the Parish Council agreed to award the requested £1000.00 using its powers under S137 of the Local Government Act 1972 on the basis that anyone awarded a grant provide either services to a significant proportion of the electorate or a project benefitting a significant proportion of the Parish

**87/20.** **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –**

Mr Montyn reported that Adult Services have been working with Age UK in order to help people with their finances in later life and to ensure that all of the appropriate benefits had been applied for. In the last nine months £2.5 Million has successfully been applied for.

Mr Montyn reported that the Southern Regional Flood Coastal Committee which covers Sussex, Kent and the Isle of Wight will be distributing funding to help houses in flood areas. The Environment Agency will shortly be publishing new guidance regarding sea level rises in order to aid future planning. At the recent County Council Mr Montyn raised the issue of the A27 with the Cabinet Member for Highways, specifically whether the Cabinet Member would support the MP on a new consultation on options that was open and transparent. The budget was also discussed and would be confirmed in March.

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

A question was asked about the progress being made regarding the Mobile waste facility and Mr Montyn confirmed that this work was progressing well and that a meeting between the Parishes and WSCC will be taking place on February 25th where arrangements would hopefully be finalised.

**88/20**. The draft minutes of the Planning Committee held on January 29th were noted.

**89/20**. The Parish Council resolved to move the meeting in May from May 7th 2020 to May 14th 2020 as The Pavilion will be used on the 7th May for the Police and Crime Commissioner elections. The Clerk agreed to consider dates and venues for the 2020 Parish Assembly meeting. Ideas for speakers will be circulated.

**90/20.**  **REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

1. **Allotments –** Nothing to report
2. **Footpaths, open spaces and village green** –Councillors considered options for buying a Christmas Tree for the Village Green and having considered a number of appropriate tress and asked members of the public present, decided to purchase a Colorado Blue Spruce.
3. **Sportsfield management and Millenium Meadow** Work is progressing well on the Cricket Club roof extension.
4. **Snowhill** – Councillors reported that potholes have re-appeared on the path over Snowhill. The contractors that carried out this work last year will be contacted.
5. **Finance** –

i) On a proposal by Cllr Martin and seconded by Cllr Wright payments to the value of £5637.17 were approved (see below).

ii)The Budget Monitor for January was received.

1. **Communications and Website** – Councillors were pleased to see the final newsletter and congratulated all involved. It will be distributed to West Wittering households during week beginning February 10th. The training session on the website took place on January 24th and was successful. Another session for Councillors alone will be arranged to review the website content and suggest improvements.
2. **Neighbourhood Plan** – Publicity for the Regulation 14 consultation events is included in the newsletter and posters and flyers advertising the events will also be displayed in the village and on the website.
3. **Parish Assets/Footway lighting –** No items to report.

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1. **East Head/CIAG –** A report designed to re-assure residents has been written by members of ECHIAG and is available on the Council’s website. Many of the changes taking place are the desired ones and the coastline will be more manageable. Mr David Lowsley from the Southern Regional Flood and Coastal Committee visited East head and was shown the changes.
2. **Manhood Drainage Group** – Nothing to report.
3. **Peninsula forum** –The next meeting is planned for March 2nd at 6.30pm for 7pm at The Pavilion.

**91/20.** **CORRESPONDENCE** – It was agreed that Cllr Hutton and Cllr Buckland would be attending the All Parishes meeting at CDC on Monday February 10th.

**92/20.** **OPEN FORUM –** Cllr Wright reported the pothole in Pound Road. Cllr Wright also reported that it was the 70th anniversary of the West Wittering Sailing Club and permission was sought for the use of Snowhill as a venue for a barbeque in the evening. This was approved and further details will be requested by the Clerk. Cllr Buckland reported that a litter bin in the children’s play area needs replacing as the current one is dangerous.

There being no further business for discussion the meeting closed at 8.15 pm

 Signed:
 Chairman

 Date:

**The next meeting of the Parish Council will be held on Thursday 5th March 2020, 7pm, in the West Wittering Sports Pavilion, Rookwood Rd, West Wittering.**

**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)

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| **PAYEE** | **DESCRIPTION** | **AMOUNT £** |
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| A T Hickman | H&S and maintenance | 100.00 |
| bizcarduk | Printing and folding of newslettersNeighbourhood plan items printing | 197.99387.00 |
| Castle Water | Water Services -AllotmentsPublic conveniences | 14.99365.72 |
| English Gardens | Pavilion garden | 45.00 |
| Chichester District Council | Emptying waste bin – Dec and January | 61.00 (previously paid)61.00 |
| Dor-2-Dor | Distribution of the WWPC newsletter | 312.00 |
| Home Clean Chichester | Weekly cleaning of the pavilion, December and January. | 356.00 |
| Mr Bob Hutton | Shelf for projector | 8.82 |
| JNR Computer Services | Monthly support - February | 131.04 |
| Mr Keith Martin | Expenses from attending CDC Planning Committee | 8.60 |
| Parish Council administration | Clerk’s salary and expenses.  | 1234.08 |
| SLCC | Annual membership | 187.00 |
| SSALC | Parish Online subscription – annual year 1 of 3. | 54.00 |
| SSE | Electricity, the Pavilion. | 331.17 |
| SWR Garden Services | Strim, trim and clear 4 footpaths. Remove debris from one. | 830.00 |
| Sound Services | Survey of meeting room for induction loop system | 108.00 (50% repaid when installed). |
| **DIRECT DEBITS** |  |  |
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| British Telecom | Broadband and landline. | 65.09 |
| HMRC | Liabilities. | 528.98 |
| NEST | Parish administration | 113.19 |
| Ramar | HR Services. | 10.50 |
| Website Success | Website support. | 126.00 |
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| **TOTAL** |  | **5637.17** |