

WEST WITTERING PARISH COUNCIL

MINUTES OF THE VIRTUAL MEETING OF THE PARISH COUNCIL

Held on Thursday February 4th, 2021 at 7pm.

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 H PATEL, MRS L HANDFORD, MR S DEBEGER AND FOUR MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL (CDC) COUNCILLORS PRESENT: MRS E HAMILTON, MRS S TAYLOR AND MR G BARRETT.

WEST SUSSEX COUNTY COUNCIL (WSCC) COUNCILLOR PRESENT: MR P MONTYN.

163/21. APOLOGIES FOR ABSENCE – None given.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – None given

164/21. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE) – No items raised.

165/21. CONFIRMATION OF MINUTES AND MATTERS ARISING - On a proposal by Cllr Martin and seconded by Cllr Buckland the draft minutes of the meeting held on January 7th 2021 were approved as a true and fair record with all in agreement.

166/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Taylor reported on the progress with the CDC Local Plan. Recent articles on the subject contain some misinformation regarding the ability of a neighbouring Local Planning Authority to make planning decisions legally. CDC is not in this position and communications to this effect will confirm this. The evidence base for the Local Plan is still being accumulated. The Government will not treat any Local Authority as a special case without the evidence being presented.

Cllr Hamilton reported on the meeting of Cabinet at CDC where a minor increase in parking charges was discussed. There will also be a trial of recycling textiles and of Waste Electrical and Electronic Equipment (WEEE) in the near future when some necessary equipment has been purchased. Cllr Hamilton also confirmed that the All-Parishes meeting would take place on Monday 8th February at 5.30pm with a topical Agenda including an update on the NHS vaccination programme, the Census, Southern Water and also an update from Sussex Police.

Cllr Barrett confirmed that he has circulated the Members Bulletin.

Mr Montyn was pleased to read that the numbers of Covid-19 infections were in decline in the Witterings area. An announcement would be made shortly on the Chichester centre. The damaged road sign on the B2179/ Piggery hall Lane crossroads has been reported and a reference number allocated so that this could be followed up if required.

Regarding the CDC Local Plan, West Sussex County Council and Highways England have a shared responsibility for the Highways aspects of the Plan and the satisfaction of the two organisations is required. Mr Montyn is also Chairman of a group considering options for the A27.

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

Cllr Martin asked if there will be a public consultation on the link road and it was confirmed that this would form part of the Regulation 19 consultation.

167/21. PLANNING MINUTES

The draft minutes of the Planning Committee held on January 27th, 2021 were noted.

168/21. East Wittering and Bracklesham Vision Group (BREW) –Eighteen months ago West Wittering Parish Council was asked to join the BREW group by East Wittering and Bracklesham Parish Council. Cllr J Barrett reported on a recent meeting of the group where the project for Bookers Green was presented. A concept drawing and questionnaire about the proposal will be sent to residents in the area and it will also be available on the Parish Council website.

169/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Allotments** – The final administration of the annual rent process is now being completed.
- (b) **Footpaths, open spaces and village green** – The unveiling of the plaque on the Village Green will be planned for when current restrictions have relaxed. It was recognised that the footpaths were suffering with the wet weather. The Cycle path between East and West Wittering is currently flooded from water draining off the fields belonging to Webbs Farm. It was agreed to contact Webbs Farm to see if anything could be done to help the situation as it will be very dangerous if frozen. Complaints had been received by the Parish Council concerning the flooding at West Wittering Estates car park due to a combination of rain and a very high spring tide. Councillor Pike and Councillor Martin have discussed the issues with West Wittering Estates (WWE) and at EHCIAG. Mr Ralf confirmed that the high tide and the amount of water generally was causing the problems, but he will also raise the matter with WWE on behalf of the Parish Council. Cllr G Barrett confirmed that he had a map of all of the ditches in the area and their condition which has been forwarded to the Clerk. Subsequent to the meeting this map has been enlarged and is available in the Parish office.
- (c) **Sportsfield management and Millenium Meadow** – Nothing to report.
- (d) **Snowhill** – Mr Dermot Wright reported that he had looked at the Byelaws for Snowhill and confirmed that there was a need for these to be updated although the fine charge element is up to date. Mr Wright offered to draft the relevant Byelaws which would then need to be progressed by a Solicitor. The Chairman thanked Mr Wright for his help in this matter.
- (e) **Finance** –
 - i) On a proposal by Cllr Wright and seconded by Cllr Buckland, the accounts for payments totalling £7518.00 were approved and are recorded below as Appendix one.
 - ii) The Budget Monitor for January 2021 was received.
- (f) **Communications and Website** – A discussion was held concerning the content of the next newsletter which was likely to be produced in the Spring. The opportunity would be taken to communicate the latest position on the Neighbourhood Plan including advertising the consultation that will be repeated due to this being curtailed by the first Lockdown last year. Other articles of interest were requested from Councillors.

Cllr Martin reported that he and the Clerk had met that morning with Website Success in order to consider the changes that had been made to the Parish Council website. There were still some changes to be made and a meeting of all Councillors to consider the content of the website would be arranged in the near future.

- (g) **Neighbourhood Plan** – Cllr Pike updated Councillors on the recent Housing Needs Survey. There had been a 36% response rate with 511 forms returned which is a good response. Many of the respondents live in owner occupied detached dwellings, over half have lived in the village for over 11 years and have a good understanding of the issues faced by the village in terms of housing. Fifty-two second homeowners also completed the survey which is a positive indication of their engagement in the community. There are concerns about the number of Airbnb properties as people like to know who their neighbours are. More work will be done on this. It was positive to note that 86% of respondents were concerned about the green gap/lung between the East and West of the village and wanted it to be protected. The full report will be available shortly and the updated Neighbourhood Plan and its policies, including topics such as the Green Gap/Lung, second home ownership and Airbnb lettings, will be the subject of a further consultation as the previous consultation was cut short by the first Lockdown. This consultation will just be online. Other Councils have been penalised in the inspection phase for not having completed the consultation period.
- (h) **Parish Assets/Footway lighting** – Nothing to report.
- (i) **East Head/CIAG** – A meeting of EHCIAG was held on January 27th, 2021. There have been dramatic changes to the area and Cllr Martin contacted CDC as the trigger point had been exceeded and the beach had receded by more than 5 metres. It is not just the coastline changing but also the removal of breastworks and redundant sea defences for safety purposes. This was always part of the plan to allow a shingle bank to form and so far this has developed to plan. It was agreed to look at extending, South and East, the shingle bank that was created a few years ago as a backstop. There are plans for the car park turning area to be announced in due course. Cllr Martin thanked West Wittering Estates for all of the work done so far. Cllr Pike stressed that it was very important that residents are kept informed of developments as it is often not clear why such work is being carried out and people are naturally concerned about their local environment. Cllr Martin confirmed that a press release will be produced once the future plans are fully in place and have approval from the appropriate bodies. The Parish Council ensures that the latest available information is always available on the website and the Parish Council then approved the use of their mailing list to inform residents of any developments and activity planned. Cllr Pike confirmed that EHCIAG was an advisory group and could not act in its own right but would stress again the importance of communication before a planning notice is displayed and causes concern and upset. Mr Ralf supported Cllr Pike regarding communications.
- (j) **Manhood Drainage Group** – It was confirmed that Cllr Debecker will lead on this topic for the Parish Council. Other working party memberships would be discussed at the April Parish Council meeting and confirmed at the AGM in May.
- (k) **Peninsula forum, MPP and CDALC** – Nothing to report. Please see below for an update on WSALC

170/21. CORRESPONDENCE – The Clerk updated the Council on the recent correspondence regarding the Surrey and Sussex Association of Local Councils (SSALC) and the West Sussex Association of Parish Councils (WSALC) and had previously circulated a brief summary of the background to the organisations and the report commissioned by WSALC. The WSALC AGM will take place on February 25th 2021 and some of the larger Parish Councils have worked with the Mid Sussex Association of Parish Councils

(MSALC) to present an alternative approach at the AGM via a Motion. The Parish Council agreed that Cllr Martin and Cllr Barrett, who represent the Parish Council on WSALC, will support the Motion as circulated for the situation as it currently stands however this may change. Cllr Martin expressed gratitude to MSALC and Littlehampton Town Council and the other larger Councils for progressing this matter with the other Councils.

171/21. OPEN FORUM – The Chairman reported on the success of the initiative to provide Community Transport to the vaccination centre at Selsey. As a result of the request at the last meeting and on the Parish Council Website for volunteers to help the Manhood Mobility Volunteer Service (MMVS) transport residents without transport, free of charge, for their vaccinations. Fifteen volunteers came forward and twenty journeys were made during the first weekend. The Chairman thanked all of the volunteers for their time and help with this initiative including Mrs Sue Milnes who was present at the meeting.

The Chairman also reported on the recent influx of surfers to the east of the village with 100 and 154 surfers travelling to the village over the previous two weekends. Concern has been raised by residents both to the Parish Council and the Community Warden that the majority of these visitors were travelling further than the current restrictions allow. The Parish Council reported these incidents to Sussex Police via 101 and have since written to Sgt Amy McAlees expressing the concerns of the Parish Council as local residents have not broken the rules of lockdown and the numbers of infections have therefore been minimised. Residents are rightly concerned about the virus being brought to the village from elsewhere. The local PCSO is aware of the situation and is keeping in touch.

Cllr Buckland reported that the speed warning sign on Rookwood Road at the entrance of the village was not working properly. This will be reported again.

Further to the discussions about the recent Housing Needs Survey, Mr Mark Ralf raised the issue of the increasing number of properties in the village being used for Airbnb which causes problems for neighbours and creating a lot of unneighbourly behaviours in the rented properties. Very large houses are being built with swimming pools, pool houses, fire pits and hot tubs and often three or four families will arrive to enjoy the facilities. The impact on neighbours week after week is unfortunate. Cllr Pike confirmed that houses with more than six people visiting do not fall within the residential C3 normal use category but become an HMO and therefore need a change in planning permission. The link to the planning process is important and policies on this topic will be included in the Neighbourhood Plan. Mr Ralf informed the Parish Council that in London the number of nights allowed for Airbnb is restricted. Cllr Martin suggested that this could also be dealt with through enforcement action. Cllr Handford felt that this will become a growing issue locally and Cllr Pike confirmed that it was an issue worldwide.

The Chairman thanked all for their attendance and contribution.

There being no further business for discussion the meeting closed at 8.45 pm.

Signed:

Chairman

Date:

The next meeting of the Parish Council will be held virtually on Thursday 4th March 2021, at 7pm.

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

Appendix 1 - Payments for approval January 2021

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
CDC	Emptying and rental of 1100 litre bin January 2021.	62.60
English Gardens	Pavilion Garden	45.00
Eradipest	Playground and urban gym sanitised and cleaned	144.00
Home Clean Chichester	Weekly cleaning of Pavilion - January	178.00
JNR	IT support.	199.68
Marston & J Engineering	Supply of sign, laser cut, etched and mounted.	231.60
Mr K Martin	Zoom license.	14.39
Barry Napper	Repair and re-position the Joliffe Road notice including replacing plastic with safety glass. Repair bench number 38.	380.00
PaineManwaring	Attend and repair Ladies toilet autoflush and light.	245.47

Parish Council administration	Clerk's salary and expenses.	1580.88
SWR Garden Services	Winter footpath maintenance on the following footpaths: - Numbers, 19,17,6,16,7,17,16,14 plus three twittens and a tree clearance.	2340.00
Travis Perkins	Red paint for marking potential car parking spaces	10.99
BANK PAYMENTS		
British Telecom	Broadband and landline.	66.47
HMRC	Liabilities.	1586.86
Nest	Parish administration.	171.27
RAMAR	HR Services.	10.50
Website Success	Website support.	126.00
Vodafone ltd	Parish mobile	9.90
Zoom	Clerk's license(monthly).	14.39
TOTAL		7518.00