

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday July 1st, 2021, at 7pm in the Memorial Hall, Elms Lane, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR BOB HUTTON (CHAIRMAN), MR B BUCKLAND, MRS B WRIGHT, MRS JEAN BARRETT (VICE-CHAIRMAN), MRS N PIKE, MR S DEBEGER AND THREE MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL (CDC) COUNCILLORS PRESENT: MR G BARRETT.

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

216/21 APOLOGIES FOR ABSENCE – Apologies were received from Mr Patel and Mr Martin. Mrs Taylor and Mrs Hamilton from CDC also sent their apologies.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – None

217/21 The Chairman welcomed Mr Mike Nicholls from the Youth Dream charity which works in partnership with organisations across the Peninsula. The Charity has just been awarded a National Lottery grant for £320k for a Youth Information project working across the Peninsula having assessed needs and aspirations and wants in the area. A Youth worker has been appointed for this area and has already been in touch with the Chairman. He will be invited to a future meeting as the work progresses. The Parish Council thanked Mr Nicholls for his time and looked forward to working with him and his team in the future.

218/21. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Pike and seconded by Cllr Buckland, the minutes of the previous meeting held on June 3rdth 2021, were approved.

219/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr G Barrett had been successful in contacting the Chief Executive Officer of Southern Water regarding the issues being faced with sewage and he was expecting a call from the CEO shortly. Cllr Barrett had also written to Mr Andrew Frost on the planning implications of the sewage issue. There is a special meeting planned at the end of July for all Councillors at CDC to debate the current position with the Local Plan.

Mr Montyn was aware that a lot of work was being done at the Apuldram Waste Treatment Centre but he was also trying to ensure that Sidlesham site was also getting attention. Mr Montyn had been in touch with senior Highways Planning officers at WSCC who have agreed to meeting with Parish representatives and explain how they approach the type of planning applications for developments that the Peninsula is currently experiencing. A zoom meeting will be arranged for Parish representatives to meet with the officers to consider the highways aspects of these cumulative applications. West Wittering Parish Council will host the zoom meeting. Mr Montyn had also attended the online meeting hosted by Gillian Keegan MP and representatives of relevant organisations. It was interesting to note that Highways England representative confirmed that there will be public engagement on the A27 position in the Autumn of this year.

220/21. Request from east Wittering and Bracklesham Parish Council (EW&BPC) on sharing the cost of a traffic survey and water pollution survey for the area. The Chairman reported that a study was being commissioned by EW&BPC which would greatly improve the evidence base on the impact of developments locally. Cllr Pike agreed that there was a significant lack of relevant data in the documentation used so far. Dr Collinson confirmed that the data sets currently used seems outdated and were two dimensional and further work on re modelling for 2021 is required. The Chairman proposed that the cost of the work should be equally shared by the two Councils and that the cost to West Wittering would be £3,000. This was agreed by all, it was therefore **RESOLVED** that West Wittering Parish Council would contribute £3,000 to the traffic survey and pollution survey being commissioned by EW&BPC.

221/21. PLANNING MINUTES – The minutes of the Planning Committee held on June 23rd, 2021, were noted.

222/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – On a proposal by Cllr Wright and seconded by Cllr Pike it was resolved to take this first item in private session at the end of the meeting. The Clerk then updated the Parish Council on the CDC Tree Planting project. Bundles of trees will be made available on application. The Project Manager from CDC will visit West Wittering in the Autumn.
- (b) **Community Liaison** – Cllr Barrett reported on the recent Memorial Hall Committee AGM which she attended. The AGM covered the previous eighteen months. Income was very much reduced because of the lockdown and Covid-19 restrictions however the Treasurer had been successful in applying for grants totalling £12,284. Expenditure had increased due to some necessary electrical work and some grounds maintenance work due to the removal of two dead Cherry trees and a tree in the car park. Before re-opening a full risk assessment was carried out and safety equipment and consumables were purchased. Small user groups returned but no public bookings were taken. The Memorial Hall's Centenary is in 2022 and some user groups are looking at putting on special events including the West Wittering Players.
- (c) **Parish Projects – Neighbourhood Plan consultation** – Cllr Pike reported that the consultation period for the Neighbourhood Plan would begin on July 12th and end on September 6th. It was hoped that residents would take part in the consultation and would complete the online survey. Arrangements will be made for residents to view the hard copy of the documents if they are unable to view them online. Cllr Wright suggested that flyers be sent to every house to advertise this important consultation. Subsequent to the meeting this was arranged.
- (d) **Parish Administration** – On a proposal from Cllr Buckland and seconded by Cllr Handford, payments of £5,945.19 were approved and are listed below. The Budget Monitor for July 2021 was received.
- (e) **Representation on other bodies** - Cllr Pike reported that WWE would be submitting a Planning Application shortly for the works at East Head.

223/22. CORRESPONDENCE – The Parish Council considered the response to their letter to the Environment Agency concerning their recent Strategic Flood Assessment. It was agreed that further questions would be submitted.

Recent correspondence from the Boundary Commission regarding potential boundary changes for the Manhood Peninsula was discussed and it was agreed that the Clerk would submit a

response that is not in favour of the changes as the nature of the Peninsula is such that one MP should have responsibility for the whole of the area.

The Clerk introduced the Annual Public Rights of Way Parish report that had been received from WSCC. There is a very good working relationship with the PROW team, and this continues to be a very effective partnership.

The Clerk confirmed that the CDC All Parishes Meeting would be held on September 9th, 2021 via zoom. The agenda would be circulated when it was available.

224/21. OPEN FORUM – Cllr Buckland asked if the cage at the Pavilion sports field could be cleared as it was difficult for Aidan to read the meter.

Cllr Barrett gave an update on the Patient Participation Group at the Wittering Medical Centre. E-consultations were to be suspended for two months as they were difficult to manage and were not popular with patients. Cllr Barrett also reported that footpath 16 was overgrown with nettles that were causing problems.

Cllr Hutton reported that traffic was gridlocked on the previous Sunday when it was very hot. Cars were parked on the verges and the cycle path and people had to walk or ride in the road. The condition of the toilets also suffered with overuse and extra cleaning has been arranged between WWE and Wettons. Cllr Hutton also spoke with WWE about parking deterrents for the cycle path for the future.

There being no further business for discussion the meeting closed at 8.30pm.

Signed:

Chairman

Date:

The next meeting of the Parish Council will be held on Thursday September 2nd 2021, at 7pm in The Pavilion, Rookwood Road, West Wittering, PO20 8LT.

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 July 21

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
Bizcard UK	Neighbourhood plan flyers	24.00
Grahame Brown	Annual internal audit	300.00
CDC	Emptying the litter bins	62.60
Castle Water	Supply of water to the Allotments May	27.20
English Gardens	Pavilion garden	45.00
Eradipest	Playground and urban gym sanitised and cleaned.	144.00
JNR	IT support.	199.68
Parish Council administration	Clerk's salary and expenses.	1536.33
SSE	Electricity supply to the Pavilion.	768.62
SWR Garden services	Village green and play area x2 plus clearance on daffodil tops.	328.00
SWR Garden Services	Five footpaths cleared and tidied	760.00
Screen warehouse	Plastic dividers for meetings	83.91
West Sussex drains Ltd	Toilet blockage	180.00
Wicks Farm	Mow outside edge of football field and strim the Trim Trail	60.00

Wicks Farm	Mow Pavilion sports field.	196.50
BANK PAYMENTS		
British gas	Supply of Gas to The Pavilion	160.71
British Telecom	Broadband and landline.	83.36
HMRC	Liabilities for June	724.36
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		£5945.19