

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

held on Thursday 7th March 2019 in the Sports Pavilion,
Rookwood Road, West Wittering, PO20 8LT

Prior to the official opening of the meeting the Chairman drew Members attention to the fact that this was the last meeting of the Clerk, Mrs Joanne Brown, before her retirement, having served the Parish Council for thirty-two years. Cllr Hutton outlined some of Joanne's achievements over this period and thanked her for her commitment, dedication and loyalty over the years. Mr Shrubb then presented Joanne with a personal token of the Council's appreciation and everyone wished her a long and happy retirement. The meeting was formally opened at 7.20pm.

107. PRESENT: Mr R Hutton (Vice Chairman), Mrs N Pike, Mr W Buckland, Mr K Martin, Mr R Shrubb, Mr H Patel. Mr P Montyn was also present plus 13 members of the public.

108. APOLOGIES FOR ABSENCE AND DECLARATIONS UNDER THE CODE OF CONDUCT – Mr R Lewis, Mrs J Barrett. Mrs E. Hamilton (CDC) also gave her apologies.

109. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE) -None raised.

110. PLANNING -

a) Noted the decisions of the Council were as follows: -

List No	Reference	Application details
6/19	WW/19/00182/DOM	Scott And Meiring. Briar Cottage Roman Landing West Wittering Chichester. Change of use and reconstruction of roof space to create a new bedroom and en-suite bathroom as approval 09/04615/DOM and renewals 12/04181/DOM and 15/04033/DOM. OBJECTION – on the grounds of out of keeping with AONB and VDS..
	WW/19/00255/DOM	Mr R Enock. Bramber Cottage Chichester Road West Wittering PO20 8QA. Proposed ancillary building comprising log store and garden store. NO OBJECTION.
	WW/19/00281/DOM	Mrs Georgina Dashwood. Windward West Strand West Wittering PO20 8AU. Construction of porch, remodelling of dormer, alterations to fenestration and construction of double garage. NO OBJECTION.
7/19	WW/19/00243/FUL	Junnell Homes Ltd. 1 And 2 West Cottages Cakeham Road West Wittering Chichester. Demolition of existing pair of semi-detached houses and replacement with 2 no. detached houses (re-submission of WW/18/02850/FUL). NO OBJECTION- subject to hedges being retained.
	WW/19/00308/DOM	Mrs Lottie Darwin. Safari, 2 Ella Close West Wittering PO20 8EZ. Roof extension and alterations with

List No	Reference	Application details
		rooflights. Side ground floor extension and new porch. NO OBJECTION.
8/19	WW/19/00383/FUL	Laughing Waters and Strand End. East Strand West Wittering Chichester. Demolition of existing 2 no. dwellings (Strand End and Laughing Waters) and the construction of 2 no. new sustainable dwellings with a double garage, pool house and pool. NO OBJECTION.
9/19	WW/19/00517/DOM	Mrs Karen Bales. 9 Jolliffe Road West Wittering PO20 8ET. Extension and alterations to existing dwelling. NO OBJECTION.

b) NEIGHBOURHOOD PLAN UPDATE

The Clerk reported that the Council had been successful in obtaining a Locality Strategic Environmental technical support package. This provides technical support from Aecom, an organisation with the expertise to deliver this support, in order to deliver the next stage of the Neighbourhood plan. A meeting will be arranged with Aecom as soon as possible. Subsequently the meeting was arranged for Thursday March 28th at 1pm at the Pavilion.

c) UPDATE ON DOLPHINS

Cllr Hutton, Cllr Martin, Mr Austin, from the Harbour Conservancy, and the Clerk met with the Chichester District Planning officers to express their concerns about the impact of development on the habitat of the Harbour. On a proposal by Cllr Hutton and seconded by Cllr Martin the Council agreed to reserve £1,000.00 of funding should the legal advice of a Barrister be required going forwards.

- 6e) The Chairman agreed to take the Section 137 Grant application from the school at this point in the meeting. The Headmaster, Mr Matthews, gave a brief summary of the purpose of the grant explaining that the curriculum budgets were very tight and there is concern around the standard of reading dropping. The grant would be used to introduce an 'Accelerated Reader' approach to the school. The impact of this is well evidenced and the headteacher has used it with success elsewhere. On a proposal by Mr Martin and seconded by Mr Patel, the Council agreed to award a grant of £1,250.00 which was 50% of the amount that had been requested. The Council also suggested that Mr Matthews could also apply to the other Parish Councils in the area as some of the children lived in those Parish Council areas and would therefore benefit from the project.

112. CONFIRMATION OF MINUTES AND MATTERS ARISING – on a proposal by Cllr Hutton and seconded by Cllr Buckland, the minutes were approved and signed by the Chairman.

113. **DISTRICT AND COUNTY COUNCIL UPDATE** – Mr Montyn reported that a meeting had been held at Hunston Parish Council regarding the response to the Chichester Local Plan. All Parish Councils from the Peninsula were represented including West Wittering. It was an illuminating meeting with a high level of agreement. The County Council has also responded to the Local Plan focussing on those areas that impact on the County Council's responsibilities such as highways matters and flooding. Parish Councillors felt that the District council should illustrate that funds are available to deal with these issues and all want the infrastructure in place but there was also concern about the proposed link road impacting on the viability of the northern option for the A27. The County Council has requested that this northern route be protected. The Clerk will circulate the response from Earnley Parish Council and a small group of Councillors from West Wittering will meet to consider their response.

114. **REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

- (a) **Allotments** – No items to report.
- (b) **Footpaths and Open Spaces** – The Clerk reported an update on the purchase of land involving legal advice. It was agreed to deal with this matter in closed session at the end of the meeting.

The Parish Council has received two quotations for the urgent work required from the recent Tree Survey. On a proposal by Cllr Hutton and seconded by Cllr Buckland, quotation A for £1,140,00 was approved.

Cllr Martin presented the current Harbour Conservancy consultation on the route change to Salterns Way. The main reservation being the loss of the current route to Itchenor which is very popular, and the Council's response will ask that this route is maintained. The addition of the new path is welcomed. On a proposal by Cllr Martin and seconded by Cllr Pike this response was agreed.

The West Sussex County Council Officer for public footpaths, Kathleen Eels, will be visiting West Wittering on Monday March 18th. Cllr Buckland will attend and will also report a rotten post on footpath 14.

Cllr Martin suggested that a working party of Parish Councillors meet to discuss and respond to the Housing Strategy from Chichester District Council. The Clerk agreed to arrange this for Wednesday March 13th.

- (c) **Sports Field and Millennium Meadow** – Mr Hutton reported that a piece of equipment in the Urban Gym has broken and a new part had arrived but did not fit due to an alteration in design. An alternative piece of equipment is now being sourced.
- (d) **Snowhill** – A quotation for the work on the potholes on the track at Snowhill has been received but more information is required. Cllr martin queried the cost and requested further information before progressing the work.
- (e) **Finance** – On a proposal by Cllr Buckland and seconded by Cllr Pike, the accounts listed below and totalling £11,186,20 were approved for payment. Councillors requested that the Clerk ask Eradipest to submit their invoices more regularly. The Budget Monitor for February 2019 was circulated.

Accounts for payment listed below :-

Payee	Details	£
Mr S Ruff	Mowing	300.00
The Sign Shop	Pavilion signs	54.00
JNR Computers	IT equipment	768.00
JNR Computers	IT equipment	708.00
Eradipest	Control of moles – Sportsfield 2018/19	1800.00
Bell Cornwell	VDS policy update	254.40
IGS Fencing	Fencing - Pound Rd Conveniences	940.80
Good Directions	Plaque for Mrs Bate	72.00
Home Clean Chichester	Pavilion	178.00
Viking	Memory Sticks	17.83
Mrs J Brown	Clerks salary and mileage	1212.05
Mrs S Hawker	Clerks salary and mileage	1293.49
A Hickman	Pavilion H&S	100.00
HMRC	Liabilities	735.41
S Dobbin	Internal Audit and Monitoring 2018/19	975.00
Uniguard Fire Protection	Annual Fire alarm test	160.00
Sussex Apple Trees	Summerfield Road	434.00
SSE	Conveniences	77.74
SSE	Pavilion	389.18
BT	Broadband and Telephone	145.44
SSALC	CiLCA	320.00
Paine Manwaring	PIR-Pavilion	250.86
TOTAL		11,186.20

e)

Communication and website – The Clerk reported on recent due diligence meeting with JNR Computers services where the use of iPads by Councillors and the email system used by Councillors was discussed. On a proposal by Cllr Hutton and seconded by Cllr Buckland the recommendations to progress with the above was approved.

f) **Parish Assets/Footway Lighting** – No items to report.

g) **Memorial Hall** – No items to report.

i) **Twinning** – No items to report

j) **East Head/CIAG/Flood Mapping/West Manhood Drainage Group** – No items to report

k) **Parish Church** – No items to report.

l) **Peninsula Forum** – Cllr Martin attended a talk given by Southern Water's Stakeholder Engagement Manager which was interesting and gives the Council a useful contact. Mr Bill Martin spoke about the possibility of businesses supporting leaflets that would promote local Heritage Trails and Manhood wildlife and would publicise local walks. Mr Tim Hall from Natural England also spoke about the progress being made with the coastal path.

115. CORRESPONDENCE –The parish response to the Sheepwash Lane road sign proposal has been submitted and the Council had no objection to the proposal.

116. OPEN FORUM –Mr Patel asked Councillors and members of the public to be vigilant as there have been a recent increase in the number of thefts in the village. This has also been reported in the Observer newspaper.

Mr Martin Requested that the Housing Survey be placed on the website. Mr Martin also raised a potential spam mail incident that has been delivered throughout the village. Mr Martin will also contact the Southern Water Engagement Manager regarding the graffiti on one of their buildings.

A member of the public enquired about the status of Sheepwash lane and various possibilities were discussed. Since the meeting Highways have confirmed that Sheepwash lane is a Green Lane and is entitled to maintenance in accordance with its use.

117. PURCHASE OF ADDITIONAL LAND –

Valuations have been received and have been forwarded onto the Council’s solicitors for them to take the matter forward.

The Clerk confirmed that we are not eligible for the PWLB loan that we recently applied for and therefore will be funding from our own resources.

There being no further business for discussion the meeting closed at 9.00pm

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on THURSDAY 4th April 2019, 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