

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday December 2nd, 2021, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR BOB HUTTON (CHAIRMAN), MR KEITH MARTIN, MRS JEAN BARRETT (VICE-CHAIRMAN), MR B BUCKLAND, MRS B WRIGHT AND MR H PATEL.

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

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

249/21 APOLOGIES FOR ABSENCE – Apologies were received from Mr Pike, Mr Debecker and Mrs Handford.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – None

250/21. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Martin and seconded by Cllr Buckland, the minutes of the previous meeting held on November 4th 2021, were approved with the amendment that the West Sussex County Council's Council Tax increase will include an extra 1% for Adult Social Care.

251/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Taylor reported that Chichester District Council now has a 5.3 year housing land supply. This is very positive but does not mean that major planning applications can be refused on these grounds.

All officers and Councillors are focussing their time on the Local Plan development and have little time for other duties and this may mean that letters from residents may not receive a timely response however everyone will have the opportunity to comment fully on important local issues when the Local Plan reaches the Regulation 19 stage.

Cllr Hamilton reported that she had attended the annual Treasury Management workshop where the District Council's performance in this area was compared to other similar Councils. Cllr Hamilton was pleased to note that CDC had performed well. Cllr Hamilton also reported that a special Cabinet Meeting was due to take place in order to consider issues related to the Southern Gateway plans following the Ministry of Justice's decision to re-open the Courts in Chichester.

Cllr Barrett reported that Chief Inspector John Carter had been invited to the Overview and Scrutiny Committee in the new year. The PCSO resource was still low due to new PCSO recruits becoming Police Officers after a couple of months in post.

Mr Montyn reported that the Performance and Finance Select Committee had met that day and there was concern about the increasing cost of both Adult and Children's social care. The need for the latter has increased considerably due to the Covid-19 pandemic. The County Council are also involved in the debate around the Southern Gateway following the Ministry of Justice decision and any Local Enterprise

Funding (LEP) not used will be used elsewhere. Mr Montyn also reported that the A285 in Duncton is about to re-open with stop go lights.

252/21. PLANNING MINUTES – The minutes of the Planning Committee held on November 24th, 2021, were noted.

253/21. On a proposal by Cllr wright and seconded by Cllr Patel it was **RESOLVED** to consider agenda item 6 during private session at the end of the meeting.

254/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – It was agreed to re consider the Terms of Reference for the Environment and Green Space working party as working parties do not normally require this level of governance. The Clerk will action this.
- (b) **Community Liaison** – The Chairman confirmed that he had attended the Remembrance Day service at the Parish Church in West Wittering and that the wreath had been laid. As the service this year was at Birdham there were fewer parishioners in attendance but there was good attendance at the Memorial Hall on the 11th of November. It was also clarified at this event that if the 11th of November falls on a weekday, there will always be an event at the Memorial Hall.
- (c) **Parish Projects – Neighbourhood Plan consultation** – Joanne brown updated the Parish Council on the latest position regarding the Neighbourhood Plan. Following a good meeting with CDC it was confirmed that, subject to some further information required for some policies, the Neighbourhood Plan could proceed to Regulation 16 in the near future. Joanne also confirmed that the Village Design Statement would be included in the Neighbourhood Plan as has been the case in other areas. This gives more weight to the document as a whole in planning terms. The Chairman thanked Joanne for her continued work on the Neighbourhood Plan. A report will be presented to the February meeting.
- (d) **Parish Administration** – On a proposal from Cllr Patel and seconded by Cllr Wright, payments of £8382.37 were approved and are listed below. The Budget Monitor November 2021 was also received.

Cllr Martin presented the draft budget for 2022/23 to the Parish Council on behalf of the Finance Working Party. Thanks were recorded to Stuart Dobbin who has helped to confirm these figures as far as is possible at this stage. The Finance Working Party will meet again in December to incorporate any comments from the parish Council. The Parish Council was content with the draft budget as it currently stands. Following the next meeting of the Finance Working Party, the Budget will then be presented for final approval at the January meeting of the Parish Council.

On a proposal by Cllr Wright and seconded by Cllr Buckland, the Parish Council agreed the following grants using its powers under S137 of the Local Government Act 1972 on the basis that any organisation awarded a grant provides either services to a significant proportion of the electorate or a project benefitting a significant proportion of the Parish.

Organisation	Purpose	Amount requested if given or donation	Council decision
4 Sight Vision Support	Contribution towards costs	Contribution towards the costs of providing outreach support to nine individuals in the village using 4Sight services.	£300.00
Homestart	Contribution towards the cost of supporting families	Any donation towards the cost of supporting a family in the village would be gratefully received. Annual cost of this is £1,408.00	£400.00
MMVS	Contribution towards costs.	Donation	£600.00
Parish Church of St Peter and St Paul, West Wittering	£1500.00 contribution towards the maintenance of the burial grounds and £400.00 towards the cost of tree maintenance.	£1500.00	£1500.00
West Wittering Parochial Church of England Primary School	Contribution to the cost of replacing play equipment.	Contribution to costs.	£1500.00
Witterings and District First Responders	Contribution towards running costs	Donation	£500.00
Witterings Community Minibus	Contribution towards running costs	Donation	£300.00
Arun and Chichester Citizens Advice	Contribution to the cost of digitising of services following the pandemic	Donation towards the total cost of the project.	£300.00
TOTAL			£5,400.00

- (e) **Representation on other bodies** – Cllr Martin reported on a further meeting of the A27 Parish Councils group and confirmed that this would be a regular monthly virtual meeting. Membership will be confirmed as the work develops. Cllr Martin reported on the position of any Parish Councillor attending this meeting which was connected to MPAG. It was confirmed that Parish Councillors attend as individuals but can report back to the Parish Council for information or the Parish Council may be asked to consider issues as they arise. The main focus for now will be maintaining the campaign and the profile on the A27 issues

Cllr Martin also reported on the recent WSCC Forum meeting which has replaced the South Chichester CLC. The representation was geographically wider than previously covering more of Chichester District. The situation will be reviewed after a year.

The Chairman reported on a recent virtual meeting between local Parish Councils and the Senior Communications Manager for the Police and Crime Commissioner and Trevor Leggo, the Chief Executive of WSALC. It was stressed that it was important for residents to report crimes by telephoning 101 or via the Sussex Police website as the reality for crime on the Peninsula may be more than the statistics suggest.

255/22. CORRESPONDENCE – The Clerk informed the Parish Council of a recent email from Chichester District Council regarding electric car charging points and the co-ordination of this going forwards. The email had been circulated. This confirms the Parish Council position from a previous meeting that the other levels of local government will be leading on this topic and the Parish Council will respond accordingly as required.

256/21. OPEN FORUM – It was reported that the footpath sign on the Elms Lane public footpath was broken. The Clerk will report this.

257/21. The Parish Council approved the recommendations in the report for agenda item 6.

There being no further business for discussion the meeting closed at 9.25pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday January 6th, 2022, 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 December 2021.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
Action in rural Sussex	Neighbourhood Plan support- final 50% payment for this year.	3337.50
Joanne Brown	Neighbourhood plan support	435.00
Castle Water	Water supply Allotments	19.33
CDC	Monthly emptying the litter bins.	62.60
English Gardens	Pavilion garden maintenance.	45.00

Eradipest	Playground and urban gym sanitised and cleaned. Monthly	144.00
Home Clean Chichester	Weekly cleaning of the Pavilion	356.00
JNR	IT support.	205.20
Barry Napper	Meter readings	30.00
Parish Council administration	Clerk's salary and expenses.	1584.93
SWR Garden services	Village green and play area x 2 + blow of leaves on the village green.	358.00
Viking	Paper and printer ink	155.37
Wicks Farm	Mow Pavilion sports field.	196.50
Bank payments		
British Telecom	Broadband and landline.	65.16
Business Stream	Water supply and collection – Public conveniences.	241.07
HMRC	Liabilities for October	724.56
NEST	Parish administration.	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		8382.37