

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday December 7th, 2023, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MRS B WRIGHT (CHAIRMAN), MR S DEBEGER, MRS PIKE, MR W BUCKLAND, MR K MARTIN, MR WESTERN AND FOUR MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MRS E HAMILTON, MR M CHILTON.

WEST SUSSEX COUNTY COUNCILLOR PRESENT: MR P MONTYN.

93/23 APOLOGIES FOR ABSENCE – Mr H Patel, Mr B Hutton, Mrs L Handford.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – None given.

94/23. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a nomination from Cllr Pike and seconded by Cllr Western, the minutes of the meeting held on November 8th, 2023, were confirmed as a true and fair record by all.

95/23. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Cllr Hamilton congratulated the Parish Council on their Neighbourhood Plan being made by CDC. Cllr Hamilton complimented the Parish Council on the turnout for the Referendum which was even more impressive given the number of second homes in the village. The full Council and cabinet meeting of CDC has now taken place this month. Comments had been received from East Wittering and Bracklesham Parish Council concerning the changes to the foreshore which were being made due to financial constraints that have meant that the District Council are looking at what is their statutory duty regarding the foreshore. Cllr Chilton confirmed that CDC will be contacting the Parish Council to discuss the matter. Cllr Chilton reported that a lot of progress has been made on the Local Plan and it is hoped that it will be published by the end of January or early February 2024. A project is also being progressed with consultants to regenerate Chichester City Centre. Cllr Chilton also confirmed that, following a meeting with Southern Water, CDC and the Environment Agency last month, West Wittering is now Southern Water's highest priority for dealing with the flooding/sewage issues..

Mr Montyn reported that the evidence had been collected concerning the Sheepwash Lane DMMO application. Thirty two objections had been received including one containing 56 signatories. Two letters of support were also received. The application would now be sent to the Planning Inspectorate and it could take up to twelve months for a response to be received. Mr Montyn also reported on the WSCC budget. WSCC is not facing the same financial issues as many councils that are being reported on in the press. It is well below the maximum borrowing limit and has a healthy capital programme covering schools and highways. It is however leaning heavily on the Government for sufficient funding for Adults and Childrens Services which currently spends 60% of the whole budget and pressures are increasing.

Cllr Chilton reported that CDC were going through a similar process and would have a balanced budget for the following two years.

96/23. PLANNING MINUTES – The minutes of the Planning Committee held on November 15th, 2023, were noted for approval at the next Planning Committee meeting.

97/23. S137 GRANT APPLICATIONS 2023 - The Council considered the applications for grant funding which it had received from local organisations and charitable bodies for the 2023/2024 financial year and **RESOLVED** that grants be made to the following organisations using the powers granted to the Parish Council under S137 of the Local Government Act 1972. It was also agreed to receive the application for a grant for the West Wittering Parochial CE School in January 2024.

Organisation	Purpose	Amount requested if given or donation 2023	Council S137 grant decision 2023
4 Sight Vision Support	Contribution towards costs of supporting 18 clients living in West Wittering. Previously 14 clients.	Contribution towards the costs of supporting these clients (£385.00 requested)	£385.00
Home-Start	<p>Contribution towards the cost of supporting families in West Wittering.</p> <p>In October 23 Home Start sent me an email which I wrongly assumed was their application form and I filed it in my S137 folder in readiness for this meeting. When preparing the papers for this meeting I discovered it was a letter thanking the PC for the grant last year and asking if they may apply again this year. Home-Start are increasing the numbers of families that they are supporting in the village in the coming year. This explains why the application is later than usual, but it is attached with this email.</p>	Any donation towards the cost of supporting a family in the village would be gratefully received.	£500.00
MMVS	Contribution towards the running costs of the service.	Contribution towards cost.	£650.00
Parish Church of St Peter and St Paul, West Wittering	Contribution towards the maintenance of the burial ground during 2023. Total cost is £4,499.00.	Contribution towards the total cost.	£1600.00
Witterings and District First Responders	Contribution towards running costs.	Contribution towards costs	£700.00
Arun and Chichester Citizens Advice	The grant will enable the CAB to deal with the extra costs of the increased demand, including digital improvements, following the cost-of-living crisis. More face-to-face support is required for those in need and this can be provided if the digitisation of services continues and those with on line access are served in this way.	£300.00	£500.00

The Witterings Twinning Association	Contribution towards the next visit to west Wittering taking place from May 9 th -12 th 2024. The total cost will be around £3500.00	Contribution to the total cost of the visit.	£330.00
Youth Dreams	Provision of a learn to swim course for children in the village from low income households following the success of previous programmes.	£500.00	£530.00

98/23. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

(1) Environment and Green Spaces

A meeting of the Open Spaces Working party will take place on January 4th at 10,30am in The Pavilion, Rookwood Road, All Councillors are welcome.

Cllr Patel was thanked for arranging the purchase and delivery of the Christmas Tree for the Village Green.

(2) Community Liaison – The WWPC Newsletter is due to be delivered to all households shortly.

(3) Parish Projects – It was AGREED to clarify the costs for the printing of up to 2000 hard copies of the WWPC Neighbourhood Plan.

(4) Parish Administration –

- (i) On a proposal by Cllr Martin and seconded by Cllr Buckland, payments of £21406.78 were **APPROVED** and are listed below.
- (ii) The Budget Monitor for November 2023 was received.
- (iii) Cllr Martin reported on the recent meeting of the Finance Working Party. Councillors considered the financial support required for the continuation of the Mobile Waste Recycling Service and it was agreed to continue to support this service as it is a valuable asset to the residents of West Wittering. The Financial Regulations were also reviewed and are on the website. The first draft of a budget for 2024/25 was discussed and will be finalised in time for the January meeting of the Parish Council.

(5) Representation on other bodies – Cllr Debeger reported on the recent MPP meeting, and the draft minutes will be circulated. In the past Coastal landfill sites were popular all over the Country but they are now at risk of polluting the sea due to tidal erosion and flooding. Cllr Debeger also reported that the dredging of the channel for the aircraft carrier was affecting the seal life in the area whereas Sealife is returning to the areas around the windfarm as no fishing can now take place there.

Cllr Martin thanked Cllr Pike for circulating notes from the recent Chichester Harbour Conservancy Advisory Committee.

99/23. CORRESPONDENCE – The Clerk reported that CDC and WSCC were organising a training session for Peninsula Parish Councils on emergency planning and resilience on January 26th at The Barn in East Wittering from 1-4pm.

100/23. OPEN FORUM – Councillors discussed the recent announcement that Harbour Way Country Club will not be re-opening and the impact of this on the village. If a development is proposed then a planning application would be required and this would be considered by the Parish Council as part of the normal planning process.

Residents raised the recent flooding in Elms Lane and questioned the recent work carried out by landowners that may have contributed to this serious flooding issue. It was agreed that the Clerk would contact Jane Reeve and other drainage officers at both WSCC and CDC to arrange a meeting to discuss the issues being faced in the village including the flooding at Elms Lane. An integrated approach to managing the ditches is required.

Cllr Buckland congratulated Cllr Debecker and Cllr Hanford on the production of the recent newsletter.

Cllr Martin updated the Parish Council on his discussions with Reverend Swindells on the situation concerning the graveyard. It has been agreed that a professional gravedigger will assess that state of the land and determine if it is likely to become waterlogged.

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

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday January 11th, 2024, 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 WEBSITE: www.westwitteringparishcouncil.gov.uk

Appendix 1 - Payments for approval December 2023.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00

PAYEE	DESCRIPTON	AMOUNT £
	Public conveniences meter reading, liaison with football club re key fobs. Prepare ground around tennis courts for grass seed and spread seeds. Lock up premises and car park on Sunday 5 th November	60.00
	Litter picking.	75.00
Arun District Council	Extra printing of pre referendum Neighbourhood Plan newsletters	25.71
Brown Joanne	NP Consultation sessions	270.00
CDC	Emptying and weekly rental of 1100 litre waste bin.	73.00
CDC	Cost of administering the uncontested election.	409.50
CHC	Contribution to the repairs to the Cycle path on Sheepwash Lane.	6000.00
Coloured Courts	Colour coat and line two courts and supply and erect a third gate.	7200.00
English Gardens	Pavilion garden November	50.00
Rene Donaldson	Cleaning of the pavilion November	189.00
JNR Computer services	IT support.	217.20
D.A. Light	Replace and clear gutters and fixings and 18 concrete plain tiles.	160.0014669.41
Parish Council administration	Expenses.	125.46
Rospa	Annual inspection	114.00
SSE	Unmetered electricity supply, back log of invoices only just received due to a change of IT system	4000.00
SWR Garden Services	Village green and lay are maintenance x2	416.00

PAYEE	DESCRIPTON	AMOUNT £
Sussex Estate Care	Pound Rd remove overhanging brambles and trees, strim meadow and prune front hedge.	144.00
	Contracted grounds maintenance Marine Drive Triangle	108.00
	Contracted grounds maintenance Cycle Path	300.00
Viking	Printer ink x 2 paper, stamps, folders and envelopes.	471.85
Bank payments		
British Telecom	Broadband and landline.	64.74
Business Stream	Water supply and collection at the public conveniences	221.13
British Gas	Gas supply to The Pavilion	137.18
Century 21	CCTV service plan.	12.00
Mailchimp	Parish mailing list communications.	12.87
Nest	Parish administration.	223.24
RAMAR	HR Services.	11.29
Website Success	Website support.	186.30
Vodafone ltd	Parish Council mobile.	13.72
Zoom	Clerk's license.	15.59
TOTAL		21406.78