

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday February 1st, 2024, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN), MRS B WRIGHT (VICE-CHAIRMAN), MR S DEBEGER, MRS PIKE, MRS HANDFORD, MR W BUCKLAND AND FOUR MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MR M CHILTON.

WEST SUSSEX COUNTY COUNCILLOR PRESENT: MR P MONTYN.

10/24 APOLOGIES FOR ABSENCE – Mr K Martin, Mr Patel, Mr Western. Mrs Hamilton (CDC) also sent her apologies.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – Cllr Pike declared a personal interest in Agenda item 5.

11/24. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a nomination from Cllr Buckland and seconded by Cllr Wright, the minutes of the meeting held on January 11th, 2024, were confirmed as a true and fair record by all.

12/24. The Chairman welcomed Reverend Bruce Holben to the meeting. Reverend Holben reported on the recent visit to St Paul's School in Bo with the Headmaster of the West Wittering C of E Parochial Church, Nick Matthews, and Sam Stephenson, a local professional photographer who helped Nick to build a computer lab in the school. Nick has previous experience of doing this in this Country and he managed the whole process in Bo from sourcing the computers, designing the lab and training the teachers in the use of the technology. A six classroom block was also built in order to help deliver the Government's policy of every child having the opportunity to go to sixth form. This building has been dedicated to Dermot Wright in honour of all the work that Dermot did to support the people of Bo and in establishing the links to enable these developments and relationships to flourish. Reverend Holben then presented a Certificate of Appreciation from the villagers of Bo to the villagers of West Wittering, and this will be displayed in the Parish Council meeting room in The Pavilion on Rookwood Road, West Wittering. The Parish Council were delighted to receive the certificate on behalf of the village.

The Chairman also congratulated Reverend Holben on being installed as Canon in St Paul's Church in Bo saying that this was a great honour both for Reverend Holben and for the village as a whole.

13/24. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Cllr Chilton reported that it was a busy time of year for the District Council. The Corporate Plan for the year has been agreed and the budget will be presented to the next cabinet meeting. A big challenge for the district Council is homelessness and a considerable amount of money is being spent on providing shelter for the homeless people in Chichester. The food waste collection project is going well and an ice rink is planned for the Chichester next Christmas. Cllr Chilton also confirmed that Ofwat have agreed to have a meeting with CDC about the sewage situation. As this year is the 50th anniversary of Chichester District Council, a laser light show will take place on February 16th and 17th. Cllr Pike asked Cllr Chilton about the current position regarding discussions with Southern Water on the drainage issues in the village. Cllr Chilton confirmed that the leader of CDC was meeting with Southern Water shortly.

Mr Montyn reported that WSCC will be having a Water Summit covering the whole of the County and the Chief Executive of Southern water will be present. The Summit will cover sewage, surfaced water and flooding issues. Mr Montyn reported that Operation Watershed was in its 10th year and this year had £5 million available.

The County Council has completed its Budget process and the budget will be presented to the February County Council meeting. The Performance and Finance Scrutiny Committee met to discuss the proposed budget with Cabinet members present and all were in agreement. Mr Montyn reported that £50 million will be spent on Adults and Childrens Services which is 65% of the total budget. There will be a 2.9% increase in the Council Tax for County Council services plus an extra 2% ringfenced for Adult Social Care. Mr Montyn was also pleased to report that all of the Peninsula Parish Councils that had previously agreed to jointly fund the Mobile Waste Recycling service had now agreed to continue with this funding for another three years.

The Chairman opened the meeting for questions and Cllr Pike asked Cllr Chilton if any work was being progressed on the number of second homes that are de-listing their properties from council tax payments by being classified as a business. Cllr Chilton confirmed that CDC were conscious of the risk of council tax avoidance but the conversion to a Ltd company is difficult to challenge.

14/24. PLANNING MINUTES – The minutes of the Planning Committee held on January 19th, 2024, were noted for approval at the next Planning Committee meeting.

15/24. The Chairman welcomed Max Ambrose, Chief Operating Officer of West Wittering Estate Ltd (WWE) to the meeting. Mr Ambrose presented options for a Traffic Regulation Order (TRO) that would limit access to and parking in Elms Lane during the summer months in order to help to alleviate the parking issues that often occur at this time. This would also ensure that the route was removed from satellite navigation systems. The County Council have been supportive of the proposal but support from the Parish Council is also required. The application would need to be submitted by July 24th 2024.

Residents present asked for an update on the plans for a TRO in Pound Road. it was noted that the traffic issue had reduced somewhat in recent years as the limit on spaces in the car park has been implemented and life has returned to normal post covid. However it was acknowledged that there are still the peak times in the year usually, bank holidays and weekends, when the traffic causes a problem. WWE have carried out a short survey of residents in Pound Road and the majority were in favour of the proposal however it became clear that some residents were expecting the opportunity for this to be discussed further before the TRO was progressed. Concern was also expressed about the impact of the TRO on The Landing café and all present were in agreement that The Landing café was a great asset to the village. Mr Ambrose offered to withdraw the current application so that these discussions could take place. Cllr Pike proposed that the Parish Council withdraw its previous support of the TRO in Pound Road pending further discussions. This was AGREED. Mr Ambrose agreed to attend the Parish Council Assembly meeting on April 25th, 2024 (venue to be confirmed) where these topics could be discussed further. Mr Ambrose was thanked by residents for all of the efforts being made to reduce this problem for the village and the cones and staff directing traffic had worked very well.

16/24. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (1) Environment and Green Spaces** – The Chairman requested approval for extra deer fencing for the allotment boundary as deer were currently gaining access again. A quotation had been received for £5392.20. This was **approved** by all. The work should be completed by March 1st to comply with Wildlife and Countryside Act's regulations on bird nesting.

Following the recent fire inspection it is necessary to remove some of the football equipment from the outside store as this was a potential fire risk. There is a shed base measuring 11 foot by 6 foot already on the sportsfield and it is proposed that a shed be purchased to stand on this base enabling the football equipment to be stored there. The cost, including installation, is £ The purchase of a shed for the sportsfield was **approved**.

Following the visit made by Cllr Wright and Cllr Pike to Snowhill, it was agreed to allocate a bench to the three families that have requested a bench. The dog bin will need be moved in order to allow one of the benches to be installed and it was also agreed to re locate the No Parking sign to the main entrance so that it is very clear that no parking is allowed anywhere on Snow Hill. It was also agreed to add the missing part of the Bye Laws sign and to refurbish the sign at the same time. An additional bench on The Pound at the Village Green was discussed and it was agreed that this would be a good position and it was felt that the public would appreciate the use of this bench .

- (2) Community Liaison** – West Sussex County Council have requested evidence of community support for the bench that has been requested at the bus stop outside Malthouse Cottages before they agree to the license. It was agreed to produce a short questionnaire asking the households for their support or otherwise. Cllr Wright offered to deliver this to all of the houses affected.

The proposed health event organised by the Witterings Medical Centre for March 2nd has been postponed.

- (3) Parish Projects** – The Neighbourhood Plan had been printed and copies were available in the Parish Council office.

(4) Parish Administration –

- (i) On a proposal by Cllr Wright and seconded by Cllr Debeger, payments of £3161.71 were **APPROVED** and are listed below.
- (ii) The Budget Monitor for January 2024 was received.

- (5) Representation on other bodies** – Cllr Pike reported on the recent Emergency and Resilience training organised by CDC and WSCC for Parish Councils on the Peninsula. Most of the Parish Councils were present and it was a very useful session. The slides will be circulated. The status of the current Emergency Plan was discussed and it was agreed to check with East Wittering and Bracklesham Parish Council and Earnley Parish Council to see if some joint working was possible to bring the current plan up to date.

17/24. CORRESPONDENCE – An email had been received from the Chichester Climate Change group and Transition Chichester inviting Councillors to a meeting to discuss the current flooding issues. Cllr Debeger agreed to attend this meeting.

18/24. OPEN FORUM – A resident asked a question concerning Policy 11 of the WWPC Neighbourhood Plan and whether this policy would apply to smaller developments. Cllr Pike confirmed that all developments were impacted by this policy and that policies in a Neighbourhood Plan carry more weight than national policy guidance. It was agreed to communicate a range of potential mitigations against harm to the environment to CDC also stating that all requirements must be proportionate to the development itself. Communication is taking place between CDC and WWPC regarding the Council's expectations in implementing Policy WW11 of the Neighbourhood Plan.

A resident raised a number of issues including the state of the ditches in the village which, it was felt, was contributing to the flooding that was taking place. it was recognised that ditch maintenance is not straightforward and the Parish Council will continue to work with the Manhood Wildlife and Heritage Group The verges outside Malthouse Cottages were also a concern. damage to verges can be reported to WSCC on their website at [Make an enquiry or report a problem with a road or pavement - West Sussex County Council](#).

There being no further business for discussion the meeting closed at 9.10 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 February 2023.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Public conveniences meter reading. Clear leaves from drain in carpark. Clear the edge of concrete pad near the back of The Pavilion and measure for possible shed. Meeting with football coaches re key fobs.	37.50
	Litter picking.	75.00
CDC	Emptying of waste bin.	73.00
Castle Water	Supply of water to The Allotments.	25.71
Rene Donaldson	Weekly cleaning of The Pavilion January.	189.00
Elektromos	Install heater in the Woodger office.	375.10
	PAT Testing and associated repairs	142.00
English Gardens	Pavilion garden December.	50.00
JNR Computer services	IT support.	217.20
Parish Council administration	Expenses.	83.70
Top level Designs	Final 50% payment for the design and printing of the Neighbourhood Plan.	1195.71
Bank payments		
British Telecom	Broadband and landline.	64.74
Century 21	CCTV service plan.	12.00
Mailchimp	Parish mailing list communications.	12.44
Nest	Parish administration.	282.42
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		3161.71