

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday February 2nd, 2023, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN) MR K MARTIN, MR S DEBEGGER, MR W BUCKLAND, MR H PATEL MRS B WRIGHT, MRS HANDFORD.

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

WEST SUSSEX COUNTY COUNCILLOR PRESENT: MR P MONTYN.

09/23 APOLOGIES FOR ABSENCE – Cllr J Barrett, Cllr N Pike and Cllr G Barrett (CDC) also gave his apologies.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – Cllr Hutton declared a personal interest in Agenda item 6 E (iii) as Chairman of the Friends of the Witterings Health Centre.

10/23. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Buckland and seconded by Cllr Wright, the minutes of the previous meeting held on January 5th, 2023, were approved as a true and fair record.

11/23. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Taylor reported that the Chichester District Council Local Plan was about to enter the consultation period before being passed to an independent external examiner who will decide whether the plan can be adopted by the Council. Cllr Taylor confirmed that there were no housing sites included in the Plan for the Peninsula but stressed that this does not prevent Planning applications being submitted for consideration. All Planning applications, once validated, must be assessed. Also all planning applications that have been granted already will be able to proceed. The consultation period runs from February 3rd to March 17th, 2023. The Chairman thanked Cllr Taylor for reaching this key milestone for the Local Plan.

Cllr Hamilton reported that the All Parishes Meeting will take place on Monday February 6th via Zoom and two Councillors from each Parish Council may attend. The Clerk confirmed that Cllr Debeger and Cllr Martin were booked onto the meeting and will report back to the next Parish Council meeting. Cllr Hamilton also highlighted that, at the local Elections in May, residents will be required to show photographic identification such as a driving license or a passport when voting.

Mr Montyn reported that the West Sussex County Council's budget for 2023/24 had gone through the due process including a thorough review at the Performance and Finance Scrutiny Committee which is chaired by Mr Montyn. The budget will be confirmed at the West Sussex County Council meeting on February 17th, 2023. Council Tax will increase by 4.99% which is half of the rate of inflation. The Medium Term Financial Strategy was also examined. A major risk for the Council is the levels of staffing in social care although other services are also experiencing recruitment difficulties. Mr Montyn reported on the sad passing of Mr Peter Dawson who was well known in the village having lived here for many years and he will be missed.

12/23. PLANNING MINUTES – The minutes of the Planning Committee held on January 25th, 2023, were noted for approval at the next Planning Committee.

13/23. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – The Chairman reported that footpath 17 was due to be cleared in the next few weeks having had a number of complaints about its condition.
- (b) **Community Liaison** – Nothing to report this month.
- (c) **Parish Projects** –The Clerk reported that CDC had confirmed that the Neighbourhood Plan will now proceed to the next stage of the process which involves a six week consultation organised and managed by CDC. Any comments would then be forwarded to an independent external examiner who would decide on whether the plan could be made or if it needed any amendments. The consultation will run from February 2nd to March 17th 2023 and the documents will be available for viewing in the Witterings Library when the Library is open and also the Pavilion every Monday, Wednesday and Friday between 10am and 3pm during this period.
- (d) **Parish Administration** –
 - (i) On a proposal by Cllr Martin and seconded by Cllr Patel, payments of £8853.42 were **APPROVED** and are listed below.
 - (ii) The Budget Monitor for January 2023 was received.
 - (iii) Cllr Martin confirmed that CDC had been notified of the precept requirement for West Wittering Parish Council and £125,750.00 will be received from CDC. The Parish Council were keen to keep a balance between any increase to the precept in view of the inflationary times in which we are living whilst also recognising that costs are increasing. This 5% increase for 2023/24 results in a £3.36 increase on last year for a Band D property.
 - (iv) Cllr Hutton left the meeting room whilst the S.137 Grant Application from the Friends of the Witterings Health Centre was considered. Councillors considered the request and the benefits to the residents of West Wittering and on a proposal by Cllr Wright and seconded by Cllr Handford the Parish Council agreed the grant of £1641.00 using its powers under S.137 of the Local Government Act 1972. Cllr Hutton re-joined the meeting.
- (e) **Representation on other bodies** –The Clerk introduced the request from the Chichester District Association of Local Councils for the views of Parish Councils on the need for a steering group to help with managing such a large number of Parish Councils over the District. Cllr Martin gave some background to the group and how it operated and agreed to discuss this with Cllr Pike and Cllr Barrett.

A report from Cllr Pike on the recent Chichester Harbour Conservancy Advisory Group meeting was received having been circulated in advance.

Cllr Debecker reported on a very interesting Manhood Peninsula Partnership meeting. Nick Mills from Southern Water attended the meeting and the situation regarding sewage on the Peninsula was discussed. It was a very positive discussion and a feeling that action may at last be taken to address many of the concerns.

14/23. CORRESPONDENCE – An email had been received from a resident regarding the number of vehicles parking on Snow Hill which, with Winter weather, causes damage to the land. It was agreed that Cllr Martin would investigate further.

15/23. OPEN FORUM – Councillors enquired about plans for celebrating the Coronation of King Charles III. It was confirmed that there were no plans at present for any events in the village. The Parish Council have purchased commemorative china mugs for the children at the West Wittering Parochial Church of England School. Cllr Martin reported that the bus timetables at the Bus Stop at Shipton Green were unreadable as is the one on Joliffe Road. Both will be reported at the same time. A member of the public commented on the poor condition of the ditch outside the Memorial Hall and this will be investigated. Another member of the public expressed great concern about the traffic lights in Piggery Hall Lane which are likely to remain for a year and restricts the road down to one lane. The impact of this on the condition of the highway and verges was also discussed as was the poor state of the ditch which runs alongside the road. The Clerk will contact the Highways officer and report these concerns. Subsequent to the meeting a visit has been made to the site and the issue will be kept under review by Highways with residents and the Parish Council reporting any further deterioration in the conditions there. The ownership of the ditch is also being researched.

There being no further business for discussion the meeting closed at 8.55pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday March 2nd, 2023, 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
Arbtechnic	Trim allotment hedge and top and remove tree.	648.00
	Carry out tree maintenance in four locations as per survey report and all waste removed.	2316.00
Arun District Council	Printing for the Neighbourhood Plan consultation – 10 sets	216.27
CDC	Emptying of waste bins.	50.75
Castle Water	Water supply to the Allotments	137.68
English Gardens	Pavilion garden	50.00
Rene Donaldson	January cleaning of The Pavilion (weekly)	189.00
IGS Fencing Ltd	Sports field gate post and fencing.	1293.60
	Cakeham Road cycle path fencing from Kite and Kestrel to Cakeham bend	678.94
JNR Computer services	IT support.	205.20
Parish Council administration	Expenses	101.25
SSE	Pavilion electricity supply.	1248.33
	Public conveniences	357.44
	Unmetered supply street lighting/furniture various locations	56.44
Viking	Paper, printer ink, toilet rolls, folders for NP packs.	516.42
Bank payments		
British Telecom	Broadband and landline	64.74
Business Stream	Water supply and collection	66.09
Century 21	Monthly service agreement for CCTV	12.00

PAYEE	DESCRIPTON	AMOUNT £
Mailchimp	Parish mailing list communications.	13.51
Nest	Parish administration.	332.81
RAMAR	HR Services.	10.50
Website Success	Website support.	162.00
Vodafone ltd	Parish Council mobile.	12.06
Zoom	Clerk's license	14.39
TOTAL		8853.42