

# **WEST WITTERING PARISH COUNCIL**

## **MINUTES OF THE MEETING OF THE PARISH COUNCIL**

Held on Thursday January 5th, 2023, at 7pm in the Pavilion, Rookwood Road, West Wittering.

**WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN) MRS J BARRETT (VICE-CHAIRMAN), MRS N PIKE, 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.**

**01/23 APOLOGIES FOR ABSENCE** – Mr P Montyn (WSCC).

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

**02/23. CONFIRMATION OF MINUTES AND MATTERS ARISING** – On a proposal by Cllr Martin and seconded by Cllr Pike, the minutes of the previous meeting held on December 1st, 2022, were approved as a true and fair record subject to the following being added to minute 75/22 (iv) ‘The Parish Council **RESOLVED** that the Clerk’s hours be formally increased to 30 hours a week (already being worked) and that this is backdated to October 1st 2022.’

**Matters arising:** Cllr Martin confirmed that he had spoken with Cllr Susan Taylor regarding encouraging members of the public to report any issues with Southern Water directly to Gillian Keegan and he confirmed that this action has been completed and the details are on the website.

### **03/23. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

Cllr G Barrett reported that he had circulated the Members bulletin. The Local Plan will be going to Cabinet on January 18<sup>th</sup> and there will be an All Parishes Meeting held virtually on February 6<sup>th</sup> 2023. Normally two Parish Councillors are invited. Cllr Barrett reported on his further investigations into the situation with Southern Water and sewage in the village. Cllr Martin thanked Cllr Barrett for all of his work on this important topic. The main issue is that the Directors of the Company are not personally liable and that the pipe network is not fit for purpose. The Chairman commented that the unusual amount of rain that has been experienced in recent weeks has not helped.

Cllr Hamilton reported that there will be two full CDC Council meetings in January, one to consider the Local Plan and one to deal with the usual matters of the Council.

The Clerk reported that Mr Montyn and the Cabinet Member for Environment and Climate Change, Deborah Urquhart, had met with a Director from Southern Water and other senior officers from Southern Water and an officer from the County Council. A number of issues were raised and it was agreed to keep the channels of communication open and to meet regularly.

Work on the County Council budget for 2023/24 was progressing and would be scrutinised at the next meeting of the Performance and Finance Scrutiny Committee on January 20<sup>th</sup> 2023.

Mr Montyn had also reported a number of Highways issues to WSCC over the holiday period.

**04/23. PLANNING MINUTES** – The minutes of the Planning Committee held on December 14th, 2022, were noted for approval at the next Planning Committee.

**05/23. Signage at Snowhill** – Following the tragic death of four children in the Midlands who were playing on an iced lake, the Authorities with responsibility for the lake were criticised for not having provided signage warning of the dangers. It was agreed that the Clerk would contact the WWPC insurers to check on liability issues regarding the notification of potential danger from the sea and the mud at Snowhill. The Clerk would also contact the Harbour Conservancy.

## **06/23. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

- (a) **Environment and Green Spaces** – Cllr Pike reported that the Carols on the Green had been very successful with £1400.00 raised for charity. The delicious homemade mince pies were donated by The Witterings Public House. It was noted that the Christmas Tree this year was smaller than expected and a larger one will be sourced for next year. Cllr Wright reported that the new railings had now been installed at Snowhill and that they work very well and looked a lot better. Cllr Wright was thanked for progressing this matter.
- (b) **Community Liaison** – Nothing to report this month.
- (c) **Parish Projects** – The Clerk reported that the Neighbourhood Plan was with CDC for them to carry out their legal checks and it was progressing well.
- (d) **Parish Administration** –
  - (i) On a proposal by Cllr Buckland and seconded by Cllr Handford, payments of £3319.82 were APPROVED and are listed below.
  - (ii) The Budget Monitor for December 2022 was received.
  - (iii) Cllr Martin introduced the Finance Working Party's consideration of the WWPC 2023/24 budget. Increasing energy costs have had to be budgeted for although it is very difficult to be able to do this accurately. The Finance Working Party was however keen to keep any increase to a minimum due to the current cost of living and have therefore recommended a 5% inflation increase in the budget. On a proposal by Cllr Martin and seconded by Cllr Buckland it was RESOLVED to request a precept of £125.750.00a from CDC. The Chairman thanked Councillor Martin and Stuart Dobbin for all of their hard work in preparing next year's budget.
- (e) **Representation on other bodies** – Cllr Handford reported that the Headmaster of the Wittering Parochial Church of England school was very pleased that he had been invited to visit the school at Bo to assist with IT training..

**07/23. CORRESPONDENCE** – An invitation had been received to the CDC All Parishes Meeting on February 6<sup>th</sup> 2023 at 5.30pm and the Clerk will circulate the details to Councillors.

**08/23. OPEN FORUM** – Cllr Buckland raised the issues of pothole repairs not lasting very long and that this seems to be the result of poor quality materials being used. The Clerk will ask the Highways officer for the area about this. The condition of footpath 17 was raised and the Clerk will check with WSCC if this was the path that they are planning to clear after their annual inspection last year. Cllr J Barrett asked if the Parish Council wished to celebrate the Coronation with residents. It was agreed to look into what was being planned but it was agreed that this would be a good idea. The Clerk will contact West Wittering Estates and other local organisations that may be planning events. Cllr Martin requested that the Agenda in future be reviewed in order to ensure that working party items are not missed or forgotten. It was agreed to review this and a proposal will come back to a future meeting.

**There being no further business for discussion the meeting closed at 8.35pm.**

Signed: .....  
Chairman

Date: .....

**The next meeting of the Parish Council will be held on Thursday February 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](http://www.westwitteringparishcouncil.gov.uk)**

### **Appendix 1 - Payments for approval January 2023.**

<b>PAYEE</b>	<b>DESCRIPTON</b>	<b>AMOUNT £</b>
A T Hickman	Health & Safety & maintenance	100.00
CDC	Emptying of waste bins.	65.20
English Gardens	Pavilion garden	50.00
Rene Donaldson	December cleaning of The Pavilion (weekly)	189.00
Eradipest	Quarterly pest control	378.00
JNR Computer services	IT support.	205.20
PaineManwaring	Replace various emergency lighting that failed the annual service test.	793.51
Parish Council administration	Expenses	108.90
SSE	Unmetered supply street lighting/furniture various locations	152.86
SWR Garden Services	Village Green + play area x 1, Clear village green of leaves for carol concert.	324.00
<b>Bank payments</b>		
British Gas	Service to The Pavilion	301.93
British Telecom	Broadband and landline	64.74
Business Stream	Water supply and collection Public Conveniences.	69.50
Century 21	Monthly service agreement for CCTV	12.00
Mailchimp	Parish mailing list communications.	11.21
National Playing Fields	Annual subscription	25.00
Nest	Parish administration.	269.82
RAMAR	HR Services.	10.50
Website Success	Website support.	162.00
Vodafone Ltd	Parish Council mobile.	12.06
Zoom	Clerk's license	14.39
<b>TOTAL</b>		<b>3319.82</b>