



## **WEST WITTERING PARISH COUNCIL**

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

Held on Thursday January 9th, 2025, at 7pm in the Pavilion,  
Rookwood Road, West Wittering.

**WEST WITTERING PARISH COUNCILLORS PRESENT: MRS N PIKE (CHAIR), MRS B WRIGHT, MR B BUCKLAND, MR K MARTIN, MRS L HANDFORD, MR I WESTERN AND SIX MEMBERS OF THE PUBLIC.**

**CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MR A MOSS, MRS E HAMILTON.**

**WEST SUSSEX COUNTY COUNCIL COUNCILLOR PRESENT: MR P MONTYN.**

**1/25. APOLOGIES FOR ABSENCE** – Mr H Patel, Mr B Hutton, Mr S Debecker. Mr M Chilton (CDC) also gave his apologies.

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

**The Chair welcomed the Leader of Chichester District Council, Cllr Adrian Moss, to the meeting and thanked him for attending.**

**2/25. CONFIRMATION OF MINUTES AND MATTERS ARISING** – The minutes of the meeting held on December 5<sup>th</sup> 2024 were confirmed as a true and fair record by all.

#### **3/25. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –**

Cllr Hamilton reported on the recent CDC Cabinet meeting where the current Corporate Plan projects and the Infrastructure Business Plan were considered and would be forwarded to the Development Plan and Infrastructure Panel. The Homelessness Strategy was also discussed as was Biodiversity Net Gain and the requirement for developers to pay at the start of a development. Cllr Hamilton confirmed that Playgrounds were being improved with an investment of £650.00k and a contribution was being made from the City Council for the playgrounds in the City.

Cllr Moss noted that the hedge at the Dandara site had now been removed and he has asked the planning officers about the timing of the replacement hedge. The Chair asked Cllr Moss to ensure that the new hedge, and all hedges planted in the district were native hedges and Cllr Moss agreed to this as it was very important. Cllr Moss confirmed that there were 280 self-catering homes subject to business rates in the District and 32 of these are in West Wittering. The Chair asked if the situation was monitored as properties must be let for a minimum of 70 days and be available for let for 140 days. Cllr Moss confirmed that CDC does monitor the situation.

Cllr Montyn reported upon the issues with sewage over the Christmas holidays which were caused by a main sewer breaking 20 metres down. The Southern Water officers kept Cllr Montyn informed of the situation and Cllr Montyn will be meeting with Southern Water on January 30<sup>th</sup>. Although what happened over Christmas

was exceptional it is likely to happen again. Cllr Montyn also confirmed that the King Charles III footpath at Snow Hill had now been repaired, at no cost to the County Council, as the problem with materials used was caused by the contractor.

Cllr Montyn then reported on the recent WSCC Cabinet meeting where there was agreement to submit an expression of interest to be considered by the Government's Devolution Priority Programme indicating support from West Sussex CC, East Sussex CC and Brighton and Hove Council for a Sussex Mayoral Strategic Authority. It is hoped that this will unlock new powers for the region. Should the submission be successful the County Council elections due to take place in May 2025 would be postponed and Mayoral elections would take place in May 2026. A public consultation will take place before the end of March 2025. Cllr Montyn was present at the Cabinet meeting in his role as Chairman of the County Council and he requested that all County Councillors be kept informed of progress throughout this process.

The Chair thanked Cllr Montyn for this important update.

**4/25. PLANNING MINUTES** – The minutes of the WWPC Planning Committee held on December 18th, 2024 were noted for approval at the next Planning Committee meeting.

**5/25. TO DISCUSS AND AGREE THE DEVELOPMENT OF A STRATEGY FOR WWPC** – Councillors discussed the summary of the priorities for the Council that had been provided by the Clerk and it was **agreed** to hold a Strategy Working party meeting to scope the work required to deliver the Strategy over the next five years. Cllr Martin felt that it was important to pace this work and to involve experts from the community in any working parties required to help deliver the strategy.

**6/25. TO DISCUSS OPTIONS FOR THE SPENDING OF \$106 FUNDS ALLOCATED TO COMMUNITY FACILITIES IN WEST WITTERING** – The Chair introduced the item and updated the Parish Council on the current position which was that funds were required to be spent in 2025 from the \$106 money made available from the Sandpiper Walk development for Community Facilities. It was felt that it was important to improve community facilities in the east of the village as that is where the houses have been built and are continuing to be built at the moment. This will increase the demand on community facilities. A WWPC contribution from the CIL funding from the Dandara site would allow for the St Peter's Church Hall improvements to be continued if other parties could also increase their contributions. It was **agreed** that the Clerk would contact the various parties involved and to offer a round table discussion on the possibilities of reinstating this project.

**7/25. TO DISCUSS THE OPTIONS FOR THE PROVISION OF A FOOTPATH ON SANDPIPER WALK** – The Chair explained the situation regarding the possible footpath through Sandpiper Walk which would connect with the Dandara site where their footpath ends. This was a matter for the Sandpiper Walk residents, but WWPC had written to CDC to ask if they could help to facilitate a solution with Dandara. A particular worry for the Parish Council is the safety of the new residents on the Church Road site accessing village services. Residents present from Sandpiper Walk will speak with their management company regarding next steps which is likely to be an Extraordinary Meeting of the Management Company to discuss this further. The Chair confirmed that a footpath through the estate is not a requirement on Sandpiper Walk residents and that nothing would happen without discussion and agreement.

**8/25. TO RECEIVE AND DISCUSS THE REVISED NATIONAL PLANNING POLICY FRAMEWORK** – The revised National Planning Policy Framework was discussed and Cllr Moss confirmed that the new NPPF had resulted in a 45% increase in the housing numbers required within CDC. It was likely that there will be more delegated decisions and fewer applications going to the CDC Planning Committee.

**9/25. TO RECEIVE THE 2024 CHASM SEDIMENT REPORT BY THE UNIVERSITY OF SOUTHAMPTON LOOKING AT DATA GATHERED FROM THE SONDE PROBES PART FUNDED BY WWPC AND EWBPC** – This report provides an update of analysis conducted as part of the CHASM (Crustacean, Habitats and Sediment Movement) project carried out by the University of Southampton in summer 2024 and seeks to understand environmental change from a sediments

perspective, and sets out to answer a series of questions using various data sources and analysis. West Wittering Parish Council and East Wittering and Bracklesham Parish Council contributed to the funding for the sonde equipment used by the project.

#### **10/25. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

- (1) Environment and Green Spaces** – The maintenance programme for Snow Hill was discussed with WWE and the MWHG at a meeting on Snow Hill on January 8<sup>th</sup>. The management of the crab pool was also be discussed. A report from Jane Reeve will be produced for further consideration.
- (2) Community Liaison** –Over 200 people attended Carols on the Green despite the wind and rain and £900.00 was raised for the schools in West Wittering and Bo. The Chair thanked Mark Ralf and the Members of the Bo Committee for organising this very successful event.
- (3) Parish Projects** – The newly appointed WSCC Highways Engineer covering West Wittering will be visiting the parish office on January 13<sup>th</sup>. This will be an opportunity to run through the various ideas for helping with traffic calming and road safety in the village.
- (4) Parish Administration**
  - (i) Cllr Martin, Chair of the WWPC Finance and resources Working Party, introduced the draft budget for 2025/26. After two meetings of the working party the draft budget was now ready to present to the Council. The WWPC budget for 2025/26 as presented was **AGREED**.
  - (ii) On a proposal by Cllr Martin and seconded by Cllr Buckland, it was **AGREED** that the precept requirement for 2025/6 was £168.595 which represents an increase of 3%.
  - (iii) Payments for approval to the sum of £3670.90 for January were **APPROVED** and are listed below.
  - (iv) The Budget Monitor for December 2024 was received.
  - (v) S137 grant applications were received from the Manhood Wildlife and Heritage Group and the 4Sight charity and were **APPROVED**.

**11/25. Representation on other bodies** – The Chair reported back on the recent meeting of the Mahood Peninsula Partnership and expressed concern that the funding for this worthwhile partnership was at risk. Cllr Moss assured the Chair that this was not the case but it was proving difficult to get a timely confirmation from all of the bodies that contribute to the budget.

**12/25. CORRESPONDENCE** – Attendance by Cllr Martin and Cllr Pike at the All Parishes Meeting on February 3<sup>rd</sup> was confirmed.

An email had been received from a resident concerning the future of the Harbour Way Country Club and the wishes of a group of residents to retain a community sports facility in the village. This is a major project and the Parish Council asked to be kept informed of developments. It was important that, if successful, the facility is open to the community.

**13/25. OPEN FORUM** – Councillors were very impressed by the recent report on farming by Mr Gentle and asked the Clerk to contact Mr Gentle to thank him and discuss how to publicise what they are doing further such as via the WWPC website.

**There being no further business for discussion the meeting closed at 9.30 pm.**

Signed: .....  
Chairman

Date: .....

The next meeting of the Parish Council, which will be held on Thursday **February 6th, 2025**, 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 2025.**

<b>PAYEE</b>	<b>DESCRIPTON</b>	<b>AMOUNT £</b>
A T Hickman	Health & Safety & maintenance.	100.00
	Flood light issues	30.00
	Litter picking.	75.00
CDC	Emptying of waste bin.	80.00
Michael Donaldson	Mowing of the Village Green	80.00
Rene Donaldson	Cleaning of The Pavilion for November and December	378.00
English Gardens	Pavilion Garden	50.00
JNR Computer services	IT Support	217.20

PAYEE	DESCRIPTON	AMOUNT £
Barry Napper	Water meter readings	15.00
Parish Council administration	Expenses	53.00
Sussex Estate Care	Cycle path contracted maintenance for the Autumn.	516.00
Uni Guard Ltd	2kg Co2 Extinguisher Service Exchange	139.20
	Repairs following the annual fire inspection to include:-Apollo Conventional Series 65 Optical Detector Apollo Conventional Series 65 Heat Detector Engineers Site Attendance.	759.60
West Wittering Cricket Club	Main gate post replacement Millenium Meadow	141.00
<b>Bank payments</b>		
British Telecom	Broadband and phone-pavilion	70.62
Business Stream	Water Supply to The Pavilion	113.35
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.42
Nest	Parish administration.	2.88
RAMAR	HR Services	11.29
Website Success	Website support	186.30
Vodafone Ltd	Parish Council mobile	11.70
Zoom	Clerk's license	15.59
<b>Charity payments</b>		
Michael Donaldson	Mowing of Sports Field	160.00
Eradipest	Quarterly pest control	440.75
<b>Total payments</b>		<b>3670.90</b>

