



WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday July 11th, 2024, at 7pm in the Pavilion,
Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MRS N PIKE (CHAIR), MR B HUTTON, MRS B WRIGHT, MR W BUCKLAND, MR H PATEL, MR I WESTERN, MR K MARTIN AND ELEVEN MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MRS E HAMILTN

WEST SUSSEX COUNTY COUNCILLOR PRESENT: MR P MONTYN.

65/24 APOLOGIES FOR ABSENCE – Mrs L Handford and Mr S Debegeer.

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

66/24. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal from Cllr Hutton and seconded by Cllr Buckland, the minutes of the meeting held on June 13th, 2024, were confirmed as a true and fair record by all.

67/24. To discuss and agree the WWPC response to the WWE TRO proposal for a speed limit on Elms Lane and yellow lines at the junctions with Royce Way and Elmstead Gardens - The Chair brought this item forward to allow speakers to leave the meeting afterwards. Max Ambrose, the Chief Operating Officer of West Wittering Estate, explained the thinking behind the TRO to make Elms Lane, Acre Street and Chapel Land access only with a reduced speed limit. Although there was support in the village for this there was also concern for the areas of the village that could be impacted by traffic as a result of the scheme, in particular the removal of the scheme from satellite navigation systems creating unintended consequences elsewhere in the village.

The Clerk had received some information from WSCC Highways concerning the different types of TRO and Community Highway Schemes and he has offered to come to the village and meet with Parish Councillors and other interested parties. Designating Elms Lane as a Quiet Lane may be an option. There is also an initiative from the Manhood Peninsula Partnership to reduce the speed limits on all roads on the Peninsula, especially those used heavily by cyclists. Double yellow lines on the junctions with Elms Lane combined with a speed limit were also discussed but due to the agenda item specifically stating only two junctions it was agreed to defer any further debate on this topic until a meeting has taken place with the highways officer.

68/24. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Mr Montyn has a meeting planned with the Managing Director of Southern Water on July 31st where a number of issues of concern to the Peninsula Parish Councils will be discussed. This will include the performance of the Sidlesham Waste Water Treatment Works.

Cllr Hamilton reported on the current CDC consultation on Climate Change. CDC Committees were also being reorganised for the next year. Playgrounds and toilets in the District were being improved. Cllr Hamilton also confirmed that CDC were defending the Stubcroft Farm Inquiry fully with a KC and a number of expert witnesses engaged in the process.

69/24. PLANNING MINUTES – The minutes of the Planning Committee held on June 19th 2024 were noted for approval at the next Planning Committee meeting.

70/24. To discuss and agree the WWPC response to Southern Water's Hampshire Water Transfer & Water Recycling Project public consultation which ends on July 23rd 2024 – SOSCA have circulated details of the Sotern Water consultation on the recycling of waste water in Hampshire – The Chair explained the importance of this consultation which was currently available via the Southern Water website. The site is only a few miles from Chichester Harbour and there could be an environmental impact from the development. After a detailed discussion on the matter, it was agreed to upload the details of the consultation onto the WWPC Website so that residents could read about the project and respond to the consultation individually. Jill Hilliard offered to provide more information on the project in order to allow the Parish Council to present a balanced view.

71/24. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (1) Environment and Green Spaces** – It was **AGREED** that the Open Space working party would draft a WWPC Biodiversity Policy and report back to a future meeting of the Parish Council.

It was also **AGREED** to ask the Allotment Working Party to consider the proposal from the West Wittering Allotment Association to create a Community Allotment.

On a proposal from Cllr Martin and seconded by Cllr Wright, it was **RESOLVED** to move the Snow Hill update, into a private session at the end of the meeting.

- (2) Community Liaison** – Cllr Western reported on the development of the WWPC Facebook page as agreed at the last meeting. The WWPC page was now live and there will be co-ordination between the content of both Facebook and the Website. The Clerk will approve the content for both. It was also **RESOLVED** to use the Logo that was used on the Village Design Statement as the Logo for all WWPC communications.

- (3) Parish Projects** –. Councillors were asked if they could all send an article to Cllr Debecker for inclusion in the next WWPC newsletter. It was also **AGREED** to investigate the costs involved in using Royal Mail to deliver the newsletters to all residents.

It was **RESOLVED** to write to the local farmers and landowners regarding their responsibilities for the management of ditches on their land and that any reports of pollution in ditches in the future would be reported to Environmental Services. It was also **RESOLVED** to launch the Drainage Project as soon as possible.

(4) Parish Administration

- (i) On a proposal by Cllr Hutton and seconded by Cllr Buckland, payments of £5961.59 were **APPROVED** and are listed below.
- (ii) The Budget Monitor for June 2024 was received.
- (iii) It was **RESOLVED** to appoint Mr Grahame Brown as the Internal Auditor for 2024/25.

72/24. Representation on other bodies – The Chair reported back on the recent CDALC meeting and the minutes had been circulated as had the note of the Chichester Harbour Conservancy Advisory Committee. The recent GLaM meeting was also discussed where a project to reduce the speed limit on all peninsula country roads was discussed.

73/24. CORRESPONDENCE – The Parish Council were pleased to hear that the project to improve the Church Hall at St Peter's Church was now progressing well.

The Clerk reported on a new newsletter from the West Sussex Association of Local Councils (WSALC) which will be circulated. All Parish Councils have been asked to consider articles for future editions.

74/24. OPEN FORUM – A resident asked where they could get a hard copy of the West Wittering Neighbourhood Plan as she and her husband had been involved in the original VDS design and content.

Cllr Buckland asked the Chair if she was aware of any changes that the new Government may make to the NPPF. It is likely that changes would be made quickly but the most important document for the Parish Council was still the CDC Local Plan and the Five Year Land Supply figures.

Cllr Martin reported that Footpath 19 was blocked, and the Clerk confirmed that clearance of all three footpaths between Elms Lane and Cakeham Road were being cleared shortly.

Cllr Martin also reported that the taps on Snow Hill were leaking. Subsequent to the meeting Cllr Western arranged for them to be fixed.

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There being no further business for discussion the meeting closed at 9.15 pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council, which will be held on Thursday September 6th, 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 July 2024.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Meter readings Car park barrier – open and close for football goalpost delivery.	40.00
	Litter picking.	75.00
Mr Grahame Brown	Annual Internal Audit fee	300.00
CDC	Emptying of waste bin.	80.00
Castle Water	Water supply to the allotments -June	6.66
Rene Donaldson	Weekly cleaning of The Pavilion offices - June	189.00
English Gardens	Pavilion Garden	50.00
MD-Contracting	Maintenance of the village green	80.00
Mulberry Local Authority Services	Councillor training	54.00
JNR Computer services	IT support monthly	217.20
Barry Napper	Hedge cutting at Cakeham Road footpath and around the dog bin on Jolliffe road.	85.00
Parish Council administration	Expenses	117.75

PAYEE	DESCRIPTON	AMOUNT £
	Extra hours worked September, October and November for the Village Green consultation (20 hours in total).	197.30
Sussex Estate Care	Contracted grounds maintenance for Marine Drive - June	113.40
West Sussex County Council	Street lighting Maintenance 2023/34	2805.26
Bank payments		
British Telecom	Broadband and landline	70.62
Business Stream	Water supply to the Pavilion	57.35
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.35
Nest	Parish administration.	237.28
RAMAR	HR Services	11.29
Website Success	Website support	186.30
Vodafone Ltd	Parish Council mobile	11.49
Zoom	Clerk's license	15.59
TOTAL Parish Council payments		5124.84
Charity Invoices		
Eradipest	Quarterly pest control	440.75
MD-Contracting	Maintenance of the Sports Field	160.00
Wicks Farm	Mowing of the Sports field	216.00
Aidan Hickman	Repair of football storage shed	20.00
TOTAL Sports Field Charity payments		836.75
Total payments		5961.59

