

WEST WITTERING PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday June 16th, 2022, at 7pm in the Pavilion, Rookwood Road, West Wittering.

**WEST WITTERING PARISH COUNCILLORS PRESENT: MRS J BARRETT (CHAIRMAN),
MRS B WRIGHT, MR B BUCKLAND, MRS N PIKE, MR H PATEL AND MR S DEBEGER
PLUS ONE MEMBER OF THE PUBLIC.**

**CHICHESTER DISTRICT COUNCIL (CDC) COUNCILLORS PRESENT: MRS E
HAMILON, MRS S TAYLOR AND MR G BARRETT.**

26/22 APOLOGIES FOR ABSENCE – Mrs L Handford, Mr Martin, Mr B Hutton.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – Mr Buckland
declared an interest in agenda item 7.

**27/22. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY
THE CHAIRMAN TO BE OF AN URGENT NATURE)** – None.

28/22. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr
Buckland and seconded by Cllr Pike, the minutes of the previous meeting held on May 5th, 2022, were
approved.

29/22. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Susan Taylor reported on the various planning appeals currently being heard. It was interesting to
note that each Inspector from the Planning Inspectorate had a different view on the five-year land supply
and this was not helpful to CDC. A letter has been written to Michael Gove from the leader and Chief
Executive of CDC expressing their concern about this situation.

Cllr Taylor also reported that the situation in the north of the County regarding the water neutrality issue
is also causing concern as the housing numbers cannot be met until water neutrality is achieved. This puts
pressure on the south of the district where there are the issues with traffic and the A27.

Cllr G Barrett reported that an edited version of the Members Bulletin had been circulated. Cllr Barrett
also reported that the next Peninsula Forum was due to take place at 7.30pm on July 6th at Hunston. The
topic will be the green links over the peninsula.

Cllr Hamilton reported on the recent Chasm project's first stakeholder network event, where speakers
presented the complex backdrop of change that has coincided with reductions in the coastal crustacean
fisheries around Selsey Bill.

30/22. PLANNING MINUTES – The minutes of the Planning Committee held on May 25th, 2022, were
noted for approval at the next Planning Committee.

31/22. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – The Clerk had circulated the latest spreadsheet, developed by Cllrs G and J Barrett, which presents the condition of the footpaths in the village after their last inspection. WSCC also do an annual inspection and will report shortly on the outcome. A future programme of footpath inspections is required in order to ensure that the footpaths are maintained appropriately throughout the year. It was agreed that Councillors would inform the Clerk of any issues found when walking on the footpaths.

The Chairman also reported that the tree planted on the Village Green which was dedicated to Richard Shrubb and all that he had achieved for the village during his time as Chairman of the Parish Council, was now suffering from a disease and would need to be removed. It was agreed that Mr Shrubb and family would be contacted to discuss alternatives.

- (b) **Community Liaison** – The Chairman reported that the Town Twinning Association were holding an event at The Pavilion on June 17th to publicise the next twinning visit to France.

Cllr Wright reported on a very successful School Assembly event during the week before the Platinum Jubilee celebrations. Cllr Wright presented each child at the school with a porcelain mug from West Wittering Parish Council to commemorate the occasion.

- (c) **Parish Projects** – Cllr Pike reported that the Neighbourhood Plan had now been assessed by CDC and a Habitats Regulation Assessment is not required on this latest version of the plan. The plan can now proceed to the next stage which involves a wider consultation and examination by an external examiner appointed by CDC.

(d) **Parish Administration** –

- (i) Annual Return 01/04/2021 – 31/03/22 – Annual Governance Statement.

The Council reviewed the Annual Governance Statement and agreed that the documentation met the necessary requirements. Proposed by the Chairman, Council APPROVED the Annual Governance Statement for signature by the Chairman and the RFO.

- (ii) Annual Return 01/04/2021 – 31/03/22 – Accounting Statement.

The Parish Council APPROVED the Annual Accounting Statement and agreed that the documentation met the necessary requirements. Proposed by the Chairman, Council APPROVED the Annual Accounting Statement for signature by the Chairman and RFO.

- (iii) The Parish Council APPROVED the date for the Notice of Public Rights for the Annual Return for 21/22.

- (iv) On a proposal from Cllr Debegeer and seconded by Cllr Pike, payments of £14,149.99 were APPROVED and are listed below.

- (v) The Budget Monitor for May 2022 was also received.

- (e) **Representation on other bodies** – The Chairman updated the Parish Council on the recent CDALC AGM. Trevor Leggo gave a presentation on Operation London Bridge the main

message from this to Parishes was that no action should be taken until informed by WSCC or WSALC.

32/22. CORRESPONDENCE – The Clerk reported on an item of correspondence from Nunnington Farm concerning a cricket ball landing in their campsite close to the children’s play area. The Parish Council AGREED to write to West Wittering Cricket Club to ask their view on any mitigating actions that may be possible.

A discussion took place concerning the joint reply from CDC and WSCC to the letter regarding the A27 sent to both authorities by the Parish Council following the Inspector’s report on the Land West of Church Road Public Inquiry where nil weight had been given by the Inspector to any aspects concerning the A27. It was agreed that the Clerk would forward the correspondence to Cllr Taylor and the Parish Council would continue to consider their response.

9/22. OPEN FORUM –

Cllr Buckland expressed concern about the road conditions on Cakeham Road and the pavement between Sayas shop and the Memorial Hall was also discussed. The land behind the bus stop opposite Sayas shop was also overgrown but this is owned by WSCC and Jane Reeve is in contact with them about this. The other issues will be raised with the Highways engineer for this area.

Cllr Pike requested that the Parish Council review its street lighting contract with WSCC to not only reduce costs but also to help with nature conservation. This was agreed. Cllr Pike also reported on the recent Chasm stakeholder meeting that she had attended where evidence had been presented on the impact of pollutants on the various species living in the sea.

Cllr Wright reported that there had been a successful meeting of the West Wittering Eleemosynary Charity and funds had been spent to help some individuals in need in the village.

Cllr J Barrett asked the Clerk to contact Jane Reeve about the larger trees available through the Queen’s Green Canopy.

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

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday June 14th, 2022, 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 June 2022.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance	100.00
B&M Plant Hire (Sussex Ltd)	Remove shingle from the end of Joliffe Road	660.00
CDC	Emptying of waste bins	65.20
Castle Water	Water supply at the allotments	13.72
English Gardens	Pavilion garden maintenance	45.00
Home Clean Chichester	Weekly cleaning of the pavilion April and May	378.00
IGS Fencing LTD	Supply and install fencing at allotments. Fencing repairs to the cycle path.	6315.15
JNR Computer services	IT support.	205.20
Mulberry and Co	Clerks training	42.00
Parish Council administration	Expenses.	130.50
Parish online	Annual subscription	90.00
Profile Engineering and construction.	Annual service to the shutters at the pavilion.	350.00
SWR Garden services	Play area and village greenx2	328.00
Sussex Estate Care Ltd	Marine Drive open space grounds maintenance	174.00

Sussex Estate Care Ltd	Marine Drive Triangle grounds maintenance	108.00
West Sussex County Council	Street lighting maintenance for 21/22	2306.81
West Wittering Cricket Club	Annual Parish Assembly	384.50
Wicks Farm Holiday Park	Mowing of the Pavilion sports field x 2	393.00
Bank payments		
British Telecom	Broadband and landline	64.74
Business Stream	Water supply and collection Public Conveniences	59.98
Century 21	Monthly service agreement for CCTV	12.00
HMRC	Liabilities for April	1715.55
Mailchimp	Parish mailing list communication	10.90
RAMAR	HR Services	10.50
Website Success	Website support	162.00
Vodafone Ltd	Parish Council mobile	10.85
Zoom	Clerk's license(monthly)	14.39
TOTAL		14,149.99