

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

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

**WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN)
MRS J BARRETT (VICE-CHAIRMAN), MR K MARTIN, MR S DEBEGER AND MR W
BUCKLAND. PLUS FIVE MEMBERS OF THE PUBLIC.**

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

WEST SUSSEX COUNTY COUNCILLOR PRESENT: MR P MONTYN.

16/23 APOLOGIES FOR ABSENCE – Cllr N Pike, Cllr L Handford, Cllr H Patel and Cllr B Wright.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – Cllr Martin declared a personal interest in Agenda item 6 A as a member of WWSC.

17/23. CONFIRMATION OF MINUTES AND MATTERS ARISING – The minutes of the meeting held on February 2nd 2023 were confirmed as a true and fair record by all.

18/23. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Taylor reported that the Chichester District Council Local Plan had reached the Regulation 19 consultation stage that the consultation would be ending on March 17th 2023. Chichester District Council has responded to the Government consultation on the changes to the National Planning Policy Framework (NPPF) saying that the changes are generally welcomed. The Government have indicated that there will be a response in the Spring.

Mr Montyn reported that the West Sussex County Council budget for 2023/24 was approved at the February County Council meeting without any material changes to what had been proposed, including the Council Tax increase of 4.99%. Mr Montyn reported also that his good working relationship with Southern water continues with a focus on increasing the storm capacity at Sidlesham and sewer sealing in the Birdham Itchenor network. No new major investment can take place before 2025 when the next five year Management Plan begins. Regarding the A27, Mr Montyn has written to the new Secretary of State for Transport, Mr Harper, and also the Chief Executive of National Highways, Mr Harris, informing them of the background to the A27 programme to date. The reply from National Highways indicated that stakeholder engagement would commence shortly.

Mr Montyn also reported that the Chichester Harbour Conservancy (CHC) have appointed a new Harbour Master who will begin her duties in May, There were also four candidates being interviewed for the post of Chief Executive of CHC. The Chairman thanked Mr Montyn for all the work that he does for the village on these important issues.

19/23. PLANNING MINUTES – The minutes of the Planning Committee held on February 22nd, 2023, were noted for approval at the next Planning Committee.

20/23. The draft response from the Planning Committee's working party to the Government consultation on the changes to the NPPF were considered as were the helpful comments from Cllr Pike. It was **agreed** that the comments from Cllr Pike would be included, and the response from the Parish Council would then be submitted to Government.

21/23. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – On a proposal from Cllr Martin and seconded by Cllr Wright it was agreed to move Agenda item 6A (i) into private session at the end of the meeting.

The Parish Council considered a request from the West Wittering Sailing Club (WWSC) to park five scows on Snow Hill for one night in May and this was **APPROVED**. It was also **agreed** that a small working party of two Councillors would meet with two Members of the WWSC to discuss how the parish chains at Snow Hill could be monitored more effectively. A report with proposals would then be brought back to the Parish Council.

The Chairman introduced his paper on the installation of a wooden structure to be used for kicking a ball following a number of instances where footballs were causing damage to the pavilion building. Consultation had taken place with the young people using the field and also the Community Warden and their feedback suggests that a structure to be used for football practice would be well used and would take the play away from the building. Subject to planning permission not being required, the project was **APPROVED**. Subsequent to the meeting it was ascertained that planning permission would not be required due to the proposed size for this type of structure.

- (b) **Community Liaison** – It was confirmed that the Annual Parish Assembly would take place on Thursday May 18th at 7pm. The venue will be the Cricket Club and the usual light refreshments will be served. There will be a speaker on managing scams and the CDC Community Warden, Drew Allardice will also be present.

Cllr Martin had met with the Rector and the current capacity of the Burial Ground was discussed. It is currently at full capacity for burials but not for cremations. The Parish Council has the power to provide burial grounds and the Parish Council should therefore be involved in finding a solution to this problem. There is a potential piece of land that could be used for this purpose and Cllr Martin Agreed to discuss the situation with the landowners. Cllr Buckland stressed the need to ensure that any land used should not be land that gets waterlogged.

- (c) **Parish Projects** – The regulation 16 consultation on the Neighbourhood Plan was underway and there had been interest from residents and an indication that some will be reading the documents via the website. The consultation, which is organised by CDC at this stage, will end on March 17th 2023.

Cllr Barrett was congratulated on the recent newsletter which was about to be delivered to every home.

- (d) **Parish Administration** –

- (i) On a proposal by Cllr Buckland and seconded by Cllr Martin, payments of £5368.38 were **APPROVED** and are listed below.

- (ii) The Budget Monitor for February 2023 was received.

- (e) **Representation on other bodies** – Cllr Debeger and Cllr Martin had attended the CDC All Parishes meeting which focused on the CDC Local Plan and the Elections. The slides that were relevant to the Manhood Peninsula were shared as were the Election slides. The Clerk confirmed that the nomination papers and associated documents will be circulated when they are available.

Cllr Martin reported on the recent meeting of EHCIAG where it was noted that the beach is in a very good condition and looks as it was predicted to look at this point in the Adaptive Management Plan. It will however continue to be monitored as part of this process. It was also agreed to carry out some work on the exposed gabions if required.

- (f) **21/23. CORRESPONDENCE** – Cllr Martin presented his draft paper in response to the request from CDALC for the Council’s views on the need for a CDALC steering group. It was **RESOLVED** that the paper would be submitted and that there was no need, in the Council’s view, for a Steering group to be established.

22/23. OPEN FORUM – Cllr Barrett reported that the Witterings Twinning Association are holding a Quiz and Wine Tasting Social Evening on March 23rd at 6pm in the Cricket Club. Tickets are £10.00 to include a glass of wine. The poster will be put on the Parish Council notice boards and also on the website.

The Commodore of the Sailing Club asked if support could be given for the purchase of buoyancy aids for the young people learning to sail. The Chairman requested that this request be put in writing so that it can be considered at a future meeting.

There being no further business for discussion the meeting closed at 8.37 pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday April 6th, 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 March 2023.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance	100.00
	Various tasks associated with the Pavilion including reading the meter in the public conveniences, liaison with pavilion users.	37.50
Arun District Council	Printing of the newsletter	180.00
CDC	Emptying of waste bins.	65.20
J K Clay	Hedge cutting along Cakeham Road.	180.00
Mr S Dobbin	Provision of financial services throughout the year.	835.00
Rene Donaldson	February cleaning of The Pavilion (weekly)	189.00
DOR-2-DOR	Delivery of the newsletter to every West Wittering household.	288.00
English Gardens	Pavilion garden	50.00
Stephen Holmes	Production of revised plans and liaison with Sports England	486.00
JNR Computer services	IT support.	205.20
PaineManwaring	Five yearly statutory electrical testing for the pavilion and replacement emergency light fitting in the Woodger office.	£1038.47
Parish Council administration	Expenses	126.60
SLCC	Qualifications training	300.00
SSE	Unmetered supply street lighting/furniture	53.93
SWR Garden services	Village Green and Play area	170.00
	Cut and clear brambles against the wall between Elms Lane and the newsagents and dispose of the rubbish.	120.00
	Clear footpath number 17	280.00

PAYEE	DESCRIPTON	AMOUNT £
Sign shop	Pavement sign x1 advertising the neighbourhood plan consultation.	114.00
Viking	Box files	37.04
Bank payments		
British Telecom	Broadband and landline	64.74
Century 21	Monthly service agreement for CCTV	12.00
Mailchimp	Parish mailing list communications.	13.51
Nest	Parish administration.	223.24
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		£5368.38

Actions from the meeting.

Minute reference	Action	Responsibility
20/23	Add comments and submit the response to Government on the proposed NPPF changes.	Clerk
21/23 (a)	Working party of Councillors to be set up to discuss the parish chains at Snow Hill with WWSC.	Cllr Martin
21/23 (b)	Discussion with landowner regarding potential use of the land for burials.	Cllr Martin
22/23	WitteringsTwinning Association poster to be put on notice board and website	Cllr Barrett and Cllr Martin