



WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday March 6th, 2025, at 7pm in the Pavilion,
Rookwood Road, West Wittering.

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

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MRS E HAMILTON

25/25. APOLOGIES FOR ABSENCE – Mr H Patel, Mr S Debecker, Mr K Martin.

Mr M Chilton (CDC) and Mr P Montyn (WSCC) also gave their apologies.

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

26/25. CONFIRMATION OF MINUTES AND MATTERS ARISING – The minutes of the meeting held on February 6th 2025 were confirmed as a true and fair record by all.

27/25. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Cllr Hamilton reported that the Chichester District Council tax is increasing by 2.9% which results in an extra 58 pence into a Band D property. Cllr Hamilton also reported on the various discussions about Devolution that are taking place including a potential bigger role for Parish Councils.

28/25. PLANNING MINUTES – The minutes of the WWPC Planning Committee held on February 26th, 2024 were noted for approval at the next Planning Committee meeting.

29/25. TO DISCUSS AND AGREE THE WWPC RESPONSE TO PLANNING APPLICATION 25/00228/REM – Land off Main Road, Birdham, PO20 7HU – The Chair introduced the item explaining that, although this application was not within the WWPC area, there were implications for residents, particularly around traffic and highways issues. After some discussion it was agreed to respond from WWPC stating that the exit from the site should be turn left only, directing residents towards the roundabout where they would have priority if turning round towards Chichester. Also, although there were green spaces throughout the site, Birdham is a rural village and there should be more landscaping towards the front of the site to maintain the appearance of a rural and setting. Councillors were also concerned about the flood risk in this area and also about the provision of affordable housing which was facing difficulties nationally on smaller development sites.

30/25. To discuss and agree the WWPC response to the current Government consultation on Mayoral Authorities – The Chair outlined the main elements of the public consultation and there was a discussion about the pros and cons from a Parish Council perspective. Although the larger unitary authorities will seem more distanced from communities, there may be opportunities for a more influential role for Parish Councils. It was also positive that Neighbourhood Plans remain as an important local document representing the wishes of the

community. It was AGREED that the public consultation would be discussed in more detail at the next meeting of the Parish Council which would give Councillors more time to consider their views. The closing date for the consultation is April 13th, 2025.

31/25. To update the Parish Council on the current situation regarding the provision of social housing on the development on the Land to the West of Church Road – The Chair reported that meetings had been arranged with CDC and also Dandara to find a way to ensure that availability of affordable and social housing on the Dandara development. The Registered provider for affordable social housing had withdrawn leaving Dandara with the choice of Rentplus which does not provide social rented accommodation in perpetuity. The F. G. Woodger Trust were keen to help if possible and will attend the meetings mentioned above. The Chair has written to the local MP Jess Fuller- Brown who has raised the issue in Parliament crediting WWPC for raising the issue. The Chair has also written to the Secretary of State, Angela Raynor, a reply has been received which will be circulated.

32/25. Update on the projects for the Section 106 funds available from the Sandpiper Walk development - Cllr Hutton reported that quotations were being sought for the refurbishment of the Memorial Hall toilets at the front of the building. The specification has been prepared, and this has been sent to potential companies. Quotations have also been sought for solar panels on the Pavilion and the public conveniences in Pound Road. This will enable a report to be written by CDC committing the S106 funds to a sound project at their July Cabinet meeting.

33/25. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (1) Environment and Green Spaces** – It was agreed to ask for advice from Jane Reeve from the Manhood Wildlife and Heritage Group (MWHG) on which areas would be appropriate for nomination to the Weald and Wave project. Mr Hardy commented that not all areas were yet live on the website and the Clerk will check the implication of this locally.
- (2) Community Liaison** – The Clerk reported that the Annual Parish Assembly will take place on May 9th at 7pm in The Memorial Hall. Subsequent to the meeting the Memorial Hall have confirmed that both the main hall and the Jubilee room will be available.
- (3) Parish Projects** – The Clerk had circulated the poster and email from WSCC King Charles III England Coastal Footpath (ECP) officer. The communication confirms the date when work will commence on the next section of the footpath which is March 17th when the Boardwalk area near to Rookwood House will be improved. The ECP has a special designation as open access land and if the path falls to the sea it can be rolled back onto land that is as close to the sea as possible.
- (4) Parish Administration**
 - (i) Payments for approval to the sum of £6,850.83 for February were **APPROVED** and are listed below.
 - (ii) The Budget Monitor for February 2024 was received.

(iii) It was RESOLVED to move the item regarding the Clerk's appraisal to private session at the end of the meeting.

(5) Communication and Engagement – It was **AGREED** that the newsletter would be professionally designed and Cllr Hutton suggested that the designer who helped the Parish Council produce the Neighbourhood Plan should be contacted.

(6) Representation on other bodies – The Chair reported back on the recent meeting of SWISH where there was a lot of concern about flooding. An important Land Strategy consultation from Defra was also discussed. The [Land Use Consultation](#) closes on April 25th, 2025. Parish Councils were encouraged to report any flooding in their areas. West Wittering Parish Council has publicised this on the WWPC website. It was noted that both Selsey and Sidlesham have flood groups. The Clerk will contact Sidlesham Parish Council for more information.

The Chair also attended a meeting of Glam. The Manhood Greenway route from Selsey to the RSPB site is now complete and it is hoped to get the north section complete as soon as possible as children attending the Free School in Chichester have no alternative but to use cars.

There are issues with permissive cycleways not being secured in perpetuity, whereas bridleways and footpaths are therefore WSCC are not keen on cycleways and are changing their policy.

Cllr Wright and Cllr Pike had both attended the recent meeting of EHCIAG where members were happy with the shoreline position. It has been decided to update the historical document on Adaptive Management written by David Lowsley. This document is now used by O and A level students studying the management of land. There are some beautiful pictures of the beach stored on flickr. Councillors were very keen to take WWE up on their offer of viewing the new Lifeguard Station. The Clerk will arrange this.

34/25. CORRESPONDENCE – Correspondence from CDC informing the Parish Council of the next Planning Committee where South Nore was being discussed was considered. It was decided to attend the meeting in person and if no Councillors were available the Clerk will attend.

35/25. OPEN FORUM – Cllr Handford reported that a new Head had been appointed at the village school and it is hoped that Christina Chamberlain will start there after Easter. The Witterings Twinning Association hope to have a visit to Moutiers- les- Mauxfais in June 2026 and there is a wine tasting and quiz on March 28th which is already sold out. Cllr Handford also reported on the recent meeting of the Patient Participation Group. The Medical centre will be targeting all 40-75 year olds as this is a high risk age range. They are hoping to get this system up and running. A new Clinical Pharmacist has also been appointed which is very good news.

Cllr Hutton reported that Dawn White, the new Community warden for the area, will be based in the old foreshore office as the fire service needed the space in their building. It was **AGREED** to invite Dawn to the Annual Parish Assembly.

Mr Hardy reported that the speeding large vehicles travelling to and from the Dandara site were causing residents of Piggery Hall Lane serious concern. The vehicles were damaging the verges and walking anywhere was becoming dangerous. Mr Hardy had been in touch with West Sussex Highways who have suggested that there may be a temporary solution in the form of a temporary reduced speed limit. This would need support and evidence that the current situation is causing issues locally. It was agreed that WWPC would write to all residents of Piggery Hall Lane and the surrounding area with a short survey to be returned to the Parish Council for further action.

Cllr Hutton confirmed that he and Cllr Buckland had not yet been able to ascertain the ownership of the Oak trees at the Cricket Club.

West Itchenor Parish Council are applying for a TRO to reduce the speed limit in West Itchenor from 30mph to 20mph. The Traffic Engineer has suggested that the limits start from the main road which is in West Wittering. West Itchenor have asked if WWPC would support this small section of road being a 20mph speed limit. The Parish Council confirmed that they had no objection to the inclusion of this part of road in the TRO.

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 April 1st, 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.

Appendix 1 - Payments for approval March 2025.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Meter readings Liaise with electrician on back door issue and associated key fob allocation.	60.00
	Litter picking.	75.00
CDC	Emptying of waste bin.	80.00
Renee Donaldson	Fortnightly cleaning of the Pavilion	189.00
English Gardens	Pavilion Garden	55.00
JNR Computer services	IT Support	217.20
NBB Recycled Furniture	Memorial Plaque	58.03
Barry Napper	Water meter readings	20.00
	Clean debris from Joliffe Road Bus stop	20.00
	Install new post and sign on Snow Hill (repairs to Bye Laws)	100.00
	Supply and fit safety glass at Joliffe Road notice board	100.00
Parish Council administration	Expenses – mileage, toilet rolls, Land Registry costs and refreshments	208.76
	Extra hours worked in January and February- 25	342.74
SSE	Electricity supply to The Pavilion 08/10/24- 29/01/2025	912.77
Sussex Estate Care	Annual cut of the Cricket Club hedge	2140.74
	East West cycle path maintenance post summer.	516.00
Travis Perkins	Materials for repairs	66.72

PAYEE	DESCRIPTON	AMOUNT £
Viking	Printer paper and ink and a calculator.	349.30
Bank payments		
British Gas	Gas supply to The Pavilion 27/10/24 – 27/01/2025	419.00
British telecom	Broadband bundle.	70.62
Business Stream	Water supply and collection – Public Conveniences	196.18
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.80
Nest	Parish administration.	304.09
RAMAR	HR Services	11.29
Website Success	Website support	186.30
Vodafone Ltd	Parish Council mobile	11.70
Zoom	Clerk's license	15.59
Total payments		6850.83