



WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

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

WEST WITTERING PARISH COUNCILLORS PRESENT: MRS N PIKE (CHAIR), MR S DEBEGER (VICE-CHAIR) MR B HUTTON, MRS B WRIGHT, MR B BUCKLAND, MR K MARTIN, MRS L HANDFORD, MR I WESTERN AND ONE MEMBER OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MRS E HAMILTON.

99/24. APOLOGIES FOR ABSENCE – Mr H Patel, Mr M Chilton (CDC) and Mr P Montyn (WSCC)

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

100/24. CONFIRMATION OF MINUTES AND MATTERS ARISING – The minutes of the meeting held on October 3rd were confirmed as a true and fair record by all.

101/24. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Hamilton reported on the recent CDC Cabinet meeting where the financial strategy up to 2030 was considered. The next two years are looking very stable and Cllr Chilton has instigated a monthly report on the use made of reserves and also deposits into reserves which is very helpful. The increase in employee NI contributions will cost CDC £537,000 and it is not currently known if there will be any financial support available from Government. The contracts with the leisure centres at Westgate and Southbourne are being renewed and a new refuse vehicle has been purchased.

102/24. PLANNING MINUTES – The minutes of the WWPC Planning Committee held on October 23rd 2024 were noted for approval at the next Planning Committee meeting.

103/24 To discuss and agree a communication with CDC regarding the outcomes of the recent CDC Planning Committee's consideration of WW/24/00266/REM Land To The West Of Church Road Church Road West Wittering West Sussex PO20 8FJ – The current situation was summarized by the Chair and Cllr Martin and Cllr Debeger who were both present at the CDC Planning Committee meeting. Although it was clear from a letter to CDC from Dandara that there had been some communication between the two parties, the Parish Council were disappointed that the Environment Agency did not seem to have been contacted for their view on the appropriate floor levels of the houses to be built despite the Planning Committee requesting such an action. The issue is one of responsibility and there being a risk of CDC being liable if the houses flood and it was known that they would. There were also errors in the letter from Dandara. It was **RESOLVED** that the Parish Council would write to CDC with these concerns.

104/24. To discuss a draft proposal from West Sussex County Council (WSCC) concerning the safety of school children getting to and from school in the village following the meeting held with the WSCC Highways Department in September – The Parish Council had received a summary from WSCC Highways Department of the possible position for a safe crossing space for children based on their analysis of the space on the highway and the site lines. The Parish Council had also received a supportive email from the headteacher at the school. Cllr Martin had researched the possible signage that would help with the traffic issues in Elms Lane and had found a sign that may be effective.

It was **RESOLVED** to progress both the crossing place and the signage and write to WSCC Highways to clarify the next steps. It was also agreed to investigate the current position regarding Quiet Lanes and the possibility of having Village Gateways.

105/24. To discuss and agree the Parish Council response to the CDC consultation on the Southbourne Allocation Development Plan Document - Regulation 18 of the Town and Country Planning (England) Regulations 2012 – The Chair introduced this item and explained that this consultation forms part of the CDC Local Plan examination and it is therefore important to respond. Southbourne also forms part of the harbour. It was **RESOLVED** to support option one as long as a railway bridge was built as this is already a dangerous crossing without the 800 extra houses. Without a railway bridge it is unsustainable.

106/24. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (1) Environment and Green Spaces** – It was agreed to move the Charity items into private session. A discussion in preparation for the private session was held concerning the various ways that parking on Snow Hill could be prevented. Having considered a number of options it was decided to take no action currently but the situation would be reviewed if needed.

More information regarding the Bird Hotel was required from the Friends of Chichester Harbour and the Clerk will request this.

- (2) Community Liaison** – It was agreed that updates from the Memorial Hall could be included in the WWPC Newsletters if required. Cllr Martin confirmed that he was able to lay the WSCC wreath on behalf of Cllr Montyn at the Remembrance Service as Cllr Montyn was required in Chichester as Chairman of WSCC. The Chair will lay the wreath from WWPC.

- (3) Parish Projects** – Cllr Hutton reported that a site visit had been arranged with Mike Dare from WSCC to ascertain where it may be possible to plant the hedge on the East-West Cycle path.

A new officer has started at WSCC with a responsibility for helping Parish Councils with identifying and managing the Riparian ownership of ditches. The Clerk will send the officer the Drainage report.

(4) Parish Administration

- (i) Payments for approval to the sum of £3274.74 for October were **APPROVED** and are listed below.

(ii) The Budget Monitor for October 2024 was received.

(iii) The External Audit report for 2023/24 from Moore was received.

107/24. Representation on other bodies – The Chair and the Clerk had attended the Home-Start AGM which was very enjoyable and informative. A new group in West Wittering has been formed with funding from the F.G. Woodger Trust. The group meets every Tuesday morning in the Witterings Library.

Cllr Martin reported back on a recent meeting with the Chichester Harbour Conservancy Chief Executive and Dr Richard Austin. A number of Parish Councils that have coastal footpaths have expressed concern about their condition but it is a complex situation with many issues to consider. The Parish Council AGREED to write to CHC with their reflections from the meeting.

The Chair and Clerk will be meeting West Wittering Estate officers at Snow Hil in December to agree a future maintenance programme. It was acknowledged that there were mixed views on grass cutting in the village. Jane Reeve will also be present and the intention is to agree a plan that maintains a balance of biodiversity and access for all users.

108/24. CORRESPONDENCE – The winter maintenance programme from WSCC was noted.

A further consultation on the placement of electric charging points in the village has been received. The Parish Council agreed that it would be good to have a point in the village and that Marine Drive Car park should be suggested rather than Summerfield Road.

109/24. OPEN FORUM – Cllr Buckland raised an issue from the Tennis Club regarding the wind impact on the south west corner of the courts. The Tennis club have asked if it may be possible to erect some sort of hedge to mitigate against this. The Parish Council will ask the tennis club to write up the proposal and it will be considered at a future charity board meeting.

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 December 5th, 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 November 2024.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Meter readings, remove debris from play park due to strong winds. Removal of broken glass and beer cans from the front of the pavilion and the hedge.	30.00
	Litter picking.	75.00
CDC	Emptying of waste bin.	80.00
Castle Water	Water supply to the Allotments	15.01
Rene Donaldson	Weekly cleaning of The Pavilion October.	189.00
Elektromos	Repairs to urinal	128.00
English Gardens	Pavilion Garden	50.00
JNR Computer services	IT Support	217.20
MD-Contracting	Maintenance of the village green	96.00
Moore	External audit fee	504.00
Parish Council administration	Expenses – petrol, refreshments and printer ink.	226.38
M.J.Rose Plumbing and Heating Ltd.	Isolate water to showers in the changing rooms.	76.80
Uni-Guard Fire Protection Ltd	Servicing of fire alarms and emergency lighting.	126.00
	Annual service of fire extinguishers	73.44
Wicks Farm Holiday Park	Hedge cutting and debris removal on the East West cycle path.	244.50
Bank payments		
British Telecom	Broadband and landline	70.62
Business Stream	Water supply and collection – public conveniences	199.54

PAYEE	DESCRIPTON	AMOUNT £
	Water supply to The Pavilion	43.19
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	11.98
Nest	Parish administration.	289.20
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 Parish Council payments		3082.74
Charity Invoices		
MD-Contracting	Maintenance of the Sports Field	192.00
TOTAL Sports Field Charity payments		192.00
Total payments		3274.74