

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday November 3rd, 2022, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN), MRS N PIKE, MR K MARTIN, MR S DEBEGER, MRS B WRIGHT, MR W BUCKLAND, MRS HANDFORD AND FOUR MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL (CDC) COUNCILLORS PRESENT: MRS E HAMILON AND MRS S TAYLOR.

60/22 APOLOGIES FOR ABSENCE – Mrs J Barrett, Mr H Patel. Mr G Barret (CDC) and Mr P Montyn (WSCC) also sent their apologies.

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

61/22. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Martin and seconded by Cllr Wright, the minutes of the previous meeting held on October 6th, 2022, were approved as a true and fair record.

Matters arising: Cllr Martin asked if there had been any progress on the Parish Council's input into street lighting following the helpful email from Mr Montyn. The Clerk will progress this matter.

62/22. PRESENTATION FROM THE REVEREND BRUCE HOLBEN

The Chairman welcomed Reverend Bruce Holben to the meeting of the Parish Council. Reverend Holben thanked the Parish Council for the invitation to attend the meeting and to feedback on the work being done in the Village to support refugees from Afghanistan. Reverend Holben explained that not all of the refugees are evacuees, some have already been re-homed but many are still staying in hotels. This means that they cannot work or study and it is therefore good to provide them with the opportunity to get out and visit the coast. West Sussex County Council are very grateful for the help being provided in the village. Reverend Holden thanked James Crespi at West Wittering Estates for all the help that they have provided by allowing the bus to park free of charge and also for providing refreshments, again free of charge, in the beach café after the visit to the beach. The Chairman asked if any refugees had been re-homed in the village as had been planned and the Reverend explained that the Authorities felt that refugees should be homed in areas where more relevant community facilities were available to them such as a Mosque and with other refugee families living close by.

63/22. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Taylor reported that progress was being made on the Local Plan Review and she was hopeful that it would be submitted to the District Council and then to Regulation 19 subject to no further work being required. Cllr Wright asked what the current position was on the five-year land supply and Cllr Taylor reported that currently CDC had a housing land supply of 4.7 years and there needs to be five years of housing land supply that is deliverable. Cllr Martin expressed concern about some wording in a recent CDC bulletin that seemed to imply that the managed beaches being busy in the summer was caused by actions of West Wittering Estate (WWE). Cllr Martin felt that this was not the case and WWE had managed the pressures well this summer. Councillors also asked if it was possible to delay the Planning Application for the development of 280 houses at Stubcroft Farm. Councillors felt that in light of the consultation on the draft revised Strategic Flood Risk Assessment (SFRA) this application should be paused until the final information is available. Cllr Taylor confirmed that National Highways have also suggested a similar delay in light of work being done on the A27 mitigations.

Cllr Hamilton reported that budget setting is underway at CDC and it is clear that prices are increasing but income is decreasing in car parks and leisure centres with a risk of some leisure centres having to close. Cllr Hamilton also reported that refuse collection staff are having a ballot on strike action on pay.

64/22. PLANNING MINUTES – The minutes of the Planning Committee held on October 26th, 2022, were noted for approval at the next Planning Committee. It was also agreed that Cllr Buckland would attend the Planning Committee due to be held on November 9th 2022 and present the Parish Council's objection to WW/22/01646/FUL.

65/22. COMMUNITY WARDEN FUNDING – The Clerk introduced the criteria for the distribution of contributions between the participating Parish Councils and Housing Providers. The Parish Council **RESOLVED** to pay the new figure and were pleased to hear that CDC had agreed that the 50% split between Partners and CDC will remain for three years.

66/22. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – The Chairman updated the Parish Council on progress with the increase in tennis court provision at the Rookwood Road Recreation Area and reported that it was possible that two courts could be added to the current courts without impacting on space for football. The next stage would be to submit a planning application which will cost £2100.00 to prepare the plans ready for submission. The planning fee will need to be added to this and the cost of implementation will be in the region of £119.000. A bid to the Woodger Trust from the Parish Council has been prepared. On a proposal by Cllr Buckland and seconded by Cllr Handford it was **RESOLVED** to proceed with this project.

On a proposal from Cllr Martin and seconded by Cllr Wright it was agreed to move the update on the Village Green into a private session at the end of the meeting.

- (b) **Community Liaison** – The draft agreement between the Parish Council and WWE was considered and it was felt that some additions were required. The Parish Council would also need to see plans of where the bollards and fencing were being installed.
- (c) **Parish Projects** – The Clerk reported that a final proof-reading exercise of the Neighbourhood Plan and the Village Design Statement was being carried out and would be forwarded to CDC on completion.

The Clerk reported on options for improving the removal of litter in the village. The various options for volunteers to be involved on a regular basis were discussed. Initially however the costs of employing someone to carry out this task would be investigated.

(d) **Parish Administration** –

- (i) Payments of £9566.32 were **APPROVED** and are listed below.
- (ii) The Budget Monitor for September 2022 was also received.
- (e) **Representation on other bodies** – Cllr Pike reported on the recent meeting of the Chichester District Association of Local Councils meeting held via zoom on October 28th at 7pm. A number of issues were raised including warm hubs, Police and Crime Commissioner's meeting with Parish Councils alongside the usual reports from the National Park and the Chichester Harbour Conservancy. There was also the possibility of a subscription payment to CDALC mentioned. The Clerk informed the Councillors that the West Sussex Association of Local Councils AGM was due to take place on Friday November 25th in Billingshurst.

67/22. CORRESPONDENCE – The Clerk had circulated for information a new report from the National Association of Local Councils (NALC) on local elections.

68/22. OPEN FORUM – The Chairmans asked if the Parish Council wished to purchase mugs to celebrate the coronation of King Charles III in May 2023. It was agreed that mugs would be purchased for all of the children at the West Wittering Parochial Church of England school.

The Chairman presented two quotations for the maintenance of all of the public seats in West Wittering and the lower quotation was accepted.

Cllr Handford presented the Parish Council with a gift from Moutiers-les- Mauxfais. Cllr Handford agreed to write to say thank you.

Cllr Wright confirmed that work had been commissioned to repair the rails on Snowhill. Cllr Wright was thanked for organising this.

Cllr Pike enquired about the status of the telephone box in Pound Road and the Clerk agreed to investigate further.

Cllr Martin inquired about the lid of the post at Snowhill and the Clerk confirmed that the photograph had been sent but no response received and this will be chased.

There being no further business for discussion the meeting closed at 8.50pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday December 1st, 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 November 2022.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance	100.00
B&M Plant Hire (Sussex) Ltd	Replacement of shingle at the end of Joliffe Road	660.00
CDC	Emptying of waste bins.	65.20
C.S Metalcraft	Removal of old and installation of new galvanised handrails at Snowhill	1613.10

PAYEE	DESCRIPTON	AMOUNT £
Century 21	New replacement fan and fitting for the CCTV	222.00
Rene Donaldson	October cleaning of The Pavilion (weekly)	189.00
English Gardens	Pavilion garden maintenance.	50.00
H3 Solicitors Ltd	Legal advice WWPC charities 01/08/22-31.10.22	201.60
JNR Computer services	IT support.	205.20
Mr Barry Lettis	Cleaning of pavilion gutters	70.00
Parish Council administration	Expenses	86.55
	Underpayment from October due to NI changes	29.82
SSE	Electricity supply to the Pavilion	1002.04
	Electricity supply to the public conveniences	406.86
	Unmetered supply, streel lighting/furniture various locations	986.13
SWR Garden Services	Village Green + play area x 2, Clear sports field fence behind number 31 Tidy toilet area on the village green	428.00
SLCC	Clerk's professional membership subscription	215.00
Sussex Estate Care Ltd	Marine Drive Triangle grounds maintenance x 2 September	108.00
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	Cycle path contracted maintenance	300.00
	Marine Drive open pace	174.00
	Strim cricket field ditch	148.00
	Tidy village green meadows	120.00
Uni-Guard Fire Protection Ltd	Fire alarm and emergency lighting service	126.00
	Fire extinguishers service and associated works	68.22

PAYEE	DESCRIPTON	AMOUNT £
visunext	Electric professional celexon screen for the meeting room	359.99
Wicks Farm Holiday Park	Strim trim trail and cut edge of field	72.00
	Mow sportsfield	196.50
Bank payments		
British Telecom	Broadband and landline	64.74
Business Stream	Water supply and collection Public Conveniences.	66.31
Century 21	Monthly service agreement for CCTV	12.00
HRMC	Liabilities	735.90
Mailchimp	Parish mailing list communication.	12.24
Nest	Parish administration.	164.97
RAMAR	HR Services.	10.50
Website Success	Website support.	162.00
Vodafone ltd	Parish Council mobile.	12.06
Zoom	Clerk's license(monthly).	14.39
TOTAL		£9566.32