

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday November 4th, 2021, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR BOB HUTTON (CHAIRMAN), MR KEITH MARTIN, MRS JEAN BARRETT (VICE-CHAIRMAN), MR B BUCKLAND, MRS N PIKE, MRS L HANDFORD, MR S DEBEGER AND TWO MEMBERS OF THE PUBLIC.

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

WEST SUSSEX COUNTY COUNCIL (WSCC) COUNCILLOR PRESENT: MR P MONTYN.

240/21 APOLOGIES FOR ABSENCE – Apologies were received from Mr Patel and Mrs Wright.

DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – None

241/21. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Martin and seconded by Cllr Handford, the minutes of the previous meeting held on October 7th 2021, were approved.

242/21. The West Wittering Police Community Support officer (PCSO) Lucasz Kowalski attended the Parish Council meeting and gave a brief update on the type of issues being faced in the village requiring his input. These issues vary greatly and there is still a need for residents to report matters to the Police directly either online or through 101 unless it is an emergency when 999 must be used. If this can be achieved there would be a better record of activity. Cllr Martin asked about the resource allocated to West Wittering and Lucasz confirmed that, at the moment, he was the only resource due to the other PCSO gaining employment as a Police Officer. Recruitment to replace the PCSO post was underway and the resource will be back to 1.5 for next summer. The PCSO's may be required to attend incidents over a wide geographical area to deal with emergencies. The Chairman thanked PCSO Kowalski for his attendance at the meeting and looked forward to seeing him again soon.

243/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –

Cllr Taylor reported that Natural England has issued a position statement for planning applications within the Sussex North Water Supply Zone. This is preventing any development from taking place unless water neutrality can be shown. The developers with sites in the affected areas must prove that the amount of water usage (related to their development) after the development is completed will be the same as the amount of water usage before the development was built, i.e: water neutral.

This mainly affects Horsham District and Crawley Borough but Wisborough Green and Loxswood have also been affected. Work is continuing on the Local Plan Review.

Cllr Hamilton reported that an eco-festival planned for Saturday November 6th in Chichester initiated by Transition Chichester. There will be over 20 stalls all demonstrating ways of living more sustainably. A Q&A will be chaired by Martin Bell. On November 29th Chichester College will hold a free home energy event aimed at reducing energy usage and carbon emissions.

Cllr Barrett reported that the shingle bank at East Head had been approved by the CDC Planning Committee. Cllr Barrett was also pleased to report that the funding for the Community Wardens was remaining the same for next year with partner contributions remaining as previously agreed. The funding would however be reviewed during the year for the proportion of funding from partners from 2023.

Mr Montyn reported that the household waste site in West Wittering was working well with the number of containers being increased. The contract has transferred from Viridor to Biffa. West Sussex County Council will also be involved in the work in the north of the County on water neutrality as the County Council is responsible for minerals planning. The County Council is also reviewing all budgets as is usual for this time of year and there is some uncertainty on the outcome, but the Council Tax will be capped at 1.99%. The budget will not be confirmed until mid-December and then signed off in early 2022. Mr Montyn will shortly be attending a workshop held by National Highways on the future of the A27 for District and Borough Councils and had ensured that all Parish Councils on the Manhood Peninsula had an invitation to a similar event.

244/21. PLANNING MINUTES – The minutes of the Planning Committee held on October 27th, 2021, were noted.

245/21. The Chairman reported that information had been received regarding the Queen's Platinum Jubilee celebrations due to be held in June of 2022. There were a number of ways in which the Parish Council could contribute to these celebrations. It was **RESOLVED** that the Parish Council would purchase celebratory mugs for all of the children in West Wittering Parochial Church of England school.

246/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Environment and Green Spaces** – Cllr Pike, reported on a webinar that she had attended organised by the South Downs National Park (SDNP) a report on which had been previously circulated. Cllr Pike stated that this country has the worst biodiversity record of all of the G7 countries. Grants will be made available to improve the situation. The SDNP want help and will be setting up a resource hub to support Parish Councils with this. Wildlife corridors are important. Half of the hedgehogs in the County have been lost. Parish Councils were encouraged to ensure that their green and open spaces are supporting biodiversity. The Chairman reported on the situation regarding the east to west cycle path which is already flooding in wet weather. A meeting had been arranged with WSCC Highways to try to determine the source of the water.
- (b) **Community Liaison** – Arrangements for the Remembrance Service at St Peter and St Pauls Church in West Wittering were discussed as the Parish Council had been invited to lay a wreath on Sunday 14th November. The Chairman confirmed the wreath had been purchased and that he would attend.
- (c) **Parish Projects – Neighbourhood Plan consultation** – An analysis of all comments has been completed by the consultants and some specific points made by CDC will be the topic of a discussion with CDC in the next week.

The Chairman reported on a meeting between three WWPC councillors, Jane Reeve and Cllr Chris Watson from Itchenor Parish Council regarding the drainage work needing to be progressed within the Parish. Cllr Debecker and Cllr Watson will be visiting the sites with drainage issues in the coming weeks and will report back to a future meeting.

- (d) **Parish Administration** – On a proposal from Cllr Martin and seconded by Cllr Pike, payments of £6156.03 were approved and are listed below. The Budget Monitor for October 2021 was also received.

The Clerk informed the Parish Council of some work being carried out to ensure that the two Parish Council charities had appropriate governance in place. Councillors welcomed this as it would clarify the decision-making process for each Charity.

- (e) **Representation on other bodies** – Cllr Martin reported on a national Highways workshop regarding the future improvements to the A27. Parish Councils had been invited by National Highways to confirm their priorities and desired outcomes from an improved A27. This was not the formal consultation, and no plans exist at this stage. It was confirmed that the formal consultation would follow and that it would be open and transparent. The A27 programme as a whole however has a very long timescale.

247/22. CORRESPONDENCE – The Clerk informed the Parish Council that the Manhood Wildlife and Heritage Group (MWHG) had been successful in applying for a grant from the Woodger Trust for a three-year Community Conservation officer (split into two posts) for West Wittering and adjoining catchments. The Parish Council was delighted to receive this news and thanked the Woodger Trust for funding such an important area of work.

248/21. OPEN FORUM – The Chairman invited interested Councillors to join a working party to develop the defence of the appeal against the development on the land west of Church Road. A meeting would be arranged in the next couple of weeks. The Chairman had already met with the Chairman of East Wittering and Bracklesham Parish Council on this topic.

Cllr Pike reported that the footpath to East Head from Snowhill was impossible to pass and the fence alongside the picnic had also eroded the footpath. Plastic fencing has also re appeared on the sand dunes which is a problem for pollution on the beach and in the sea.

Cllr Buckland congratulated and thanked Joanne Gilhooly for her excellent letter to Gillian Keegan MP which had been circulated to all Parish Councillors.

Mr Mills asked if it was likely that a Remembrance Service would return to the Memorial Hall on the 11th of November as this is very accessible to residents. Subsequent to the meeting it was confirmed that the event would go ahead this year at the Memorial Hall and every year where the 11th fell on a weekday.

There being no further business for discussion the meeting closed at 8.55pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday December 2nd, 2021, 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 WEB SITE:
www.westwitteringparishcouncil.gov.uk

Appendix 1 - Payments for approval November 2021.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
Castle Water	Water supply Allotments	25.63
CDC	Monthly emptying the litter bins.	62.60
English Gardens	Pavilion garden maintenance.	45.00
Eradipest	Playground and urban gym sanitised and cleaned. Monthly	144.00
H3 Solicitors	Legal advice on WWPC Charities	1,127.00
Mr Bob Hutton	Remembrance Day wreath	20.00
JNR	IT support.	199.68
Mulberry and co	CiLCA Training	365.00
Mulberry and co	Clerk training - meetings	42.00
PaineManwaring	Fault with urinals	106.20
Parish Council administration	Clerk's salary and expenses.	1534.53
SLCC	Clerk's annual membership of professional body.	208.00
SWR Garden services	Village green and play area x 2.	328.00
Sussex Estate Care Ltd.	Marine Drive Triangle contracted grounds maintenance.	54.00

Top Level Designs	Design work - VDS document	50.00
Uniguard Fire Protection Ltd	Annual service of fire extinguishers	170.04
Uniguard Fire Protection Ltd	Annual service of alarm and emergency lighting.	120.00
WSALC Limited	Parish Online subscription 21-22 65% WSALC group discount rate.	84.00
Wicks Farm	Mow Pavilion sports field.	196.50
BANK PAYMENTS		
British Telecom	Broadband and landline.	64.74
Business Stream	Water supply and collection – Public conveniences.	62.60
HMRC	Liabilities for October	724.36
NEST	Parish administration.	161.23
RAMAR	HR Services.	10.50
Website Success	Website support.	126.00
Vodafone Ltd	Parish mobile.	10.03
Zoom	Clerk's license(monthly).	14.39
TOTAL		6156.03