

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday October 6th, 2022, at 7pm in the Pavilion, Rookwood Road, West Wittering.

WEST WITTERING PARISH COUNCILLORS PRESENT: MR B HUTTON (CHAIRMAN), MRS BARRETT (VICE-CHAIRMAN), MR H PATEL, MRS N PIKE, MR K MARTIN, MR S DEBEGGER, MRS B WRIGHT, MR W BUCKLAND, MRS HANDFORD AND FIVE MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL (CDC) COUNCILLORS PRESENT: MRS E HAMILTON AND MR G BARRETT.

WEST SUSSEX COUNTY COUNCIL COUNCILLOR PRESENT: MR P MONTYN

50/22 APOLOGIES FOR ABSENCE – None given

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

51/22. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE) – None raised.

52/22. 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 September 1st, 2022, were approved as a true and fair record.

Matters arising: None.

53/22. PRESENTATION FROM THE COMMUNITY WARDEN, DREW ALLARDICE

The Chairman welcomed Drew Allardice to the meeting and thanked him for coming along to talk to Parish Councillors and residents about the issues that he deals with in West Wittering. Drew outlined the main themes within which most of his work sits and these were environmental, crime, working with young people, anti-social behaviour and drugs. There are also the issues that are constant such as parking, dogs and the problems faced every summer. There are also some specific issues at present that take a lot of time and also scams are increasing which is a worry. A member of the public present who gives talks on how to spot and avoid scams, liaises with Drew when required. The reduced police presence continues to be an issue for the area with police officers often being sent to other areas where there is a greater need. It is important for residents to report issues so that they are recorded and hopefully dealt with. The problem of loud cars racing is still an issue in Marine Drive Car Park. The Chairman thanked Drew for all that he does for the residents of village and the Parish Council are aware that residents appreciate the work that is done by Drew.

54/22. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Mr Montyn reported that he had attended a RedPol Symposium on Endocrine Disruptors that had been very interesting and continues to demonstrate the dangers from manmade chemicals in the seas. Mr Montyn also reported that he had researched the situation with streetlighting which is part of a Public Finance Initiative (PFI) contract involving three main partners, the County Council, the operator and a finance organisation. Any changes are complex to make as it involves a deed of variation but it would be possible to look at those managed by the Parish Council.

Cllr Barrett reported that he also had attended the REDPOL Symposium and reported that there are 100,000 manmade chemicals in Chichester Harbour. Cllr Barrett will circulate a copy of the presentation.

There will be an All Members meeting to discuss the Local Plan on October 20th. At the cabinet meeting held on October 4th it was agreed to continue to fund 50% of the costs of the Community Warden for another three years rather than, as had been discussed previously, asking partners, including Parish Councils to cover the full cost. Cabinet also agreed to join the WSCC Concession Contract for the planning, installation, operation and maintenance of an electric vehicle charging network. Cllr Barrett raised a concern about the number of properties that appear on a government website as not paying council tax potentially due to them being classed as businesses. This will need further investigation.

Cllr Hamilton handed out the 'Supporting You' leaflets and explained the background to the campaign. These posters will be placed on the Parish Council noticeboards and website. Cllr Hamilton reported that Premier Marinas had received permission to install two car parking ticket machines in the Marina car park for parking. In the past month Cllr Hamilton had been busy on official duties as Chairman of CDC and had attended the Proclamation for King Charles III at County Hall in Chichester.

55/22. PLANNING MINUTES – The minutes of the Planning Committee held on September 28th, 2022, were noted for approval at the next Planning Committee.

56/22. TENNIS COURT CAPACITY – The Chairman introduced the background to the request from two local tennis Clubs to investigate the possibility of increasing the number of tennis courts at the Pavilion. The Chairman explained that, since the pandemic and the loss of the Harbour Way Country Club facility, the demand for tennis has increased considerably in the village. When the Harbour Way Country Club re-opens it will have half the number of courts than before and the court at Elms Lane will also be unavailable from 2024. It was **RESOLVED** to commission a technical survey to ascertain if an extension to the court area at the Rookwood Road courts was possible whilst still maintaining access to the wider sportsfield. It was also noted that any new facility would need to be incorporated into the current arrangement and have access for the general public.

57/22. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

(a) **Environment and Green Spaces** – The Clerk agreed to circulate the list of footpaths for monitoring. Cllr Wright raised the issue of the rusting rails at Snowhill and it was **RESOLVED** to obtain three quotations for the work. It was also **RESOLVED** to trim a hedge on the allotments that is causing a nuisance. It was noted that the tree nursery on the allotment has been very successful.

(b) **Community Liaison** – Cllr Barrett reported on the excellent weekend celebration of the Centenary of the Millennial Hall with over 230 people visiting over the two days. There were many displays detailing the 1922-2022 timeline and the Womens Institute had a book of interesting anecdotes. Cllr Barrett wonders if it would be possible to use some of the displays at the next Annual Parish Assembly. The amount of work that goes into a successful event such as this was recognised by the Parish Council and Doug Tyrell and his team were congratulated on the success of the weekend.

Cllr Handford reported on the very successful recent Town Twinning visit to Moutiers-les-Mauxfais with eleven people from West Wittering attending. It was a very busy weekend and included an evening reception with the Mayor in the village hall that included an exhibition depicting the history of the Town Twinning partnership. This included photographs and letters of thanks sent to them by Dermot Wright. The visitors from West Wittering were made to feel very welcome and the whole weekend was very enjoyable.

(c) **Parish Projects** – It was agreed that the Parish Council would produce another newsletter before Christmas. This would provide the opportunity to update residents on progress with a number of matters including the Neighbourhood Plan and developments at the beach.

(d) **Parish Administration** –

(i) On a proposal from Cllr Martin and seconded by Cllr Pike, payments of £18,267.47 were **APPROVED** and are listed below.

- (ii) The Budget Monitor for September 2022 was also received.
- (iii) The Clerk reported on a successful External Audit report for 2021/22 and the Parish Council thanked Mr Stuart Dobbin for his continued help and support with the Parish Council's financial processes.
- (e) **Representation on other bodies** – The Clerk confirmed that the next meeting of the Chichester District Association of Local Councils (CDALC) will take place on Wednesday October 28th at 7pm via zoom.

58/22. CORRESPONDENCE – The Parish Council delegated the task of responding to the Planning Application 22/02214/FULEIA Stubcroft Farm, Stubcroft Lane, East Wittering to the WWPC Planning Committee and agreed to request an extension to the timescale for responding.

59/22. OPEN FORUM – Cllr Barrett introduced the latest version of the working party membership list following the agreement at the AGM to review the grouping of some topics. The volunteers from the AGM meeting have been included but there is now another opportunity to get involved in any topics of interest to Councillors. Please confirm with the Clerk if you would like to be involved in a specific area of work.

Councillors requested an update on the role of the Parish Council in an Emergency Plan situation and the Clerk agreed to check on the latest position.

Cllr Pike reported on her attendance at the REDPOL Symposium which forms part of the REDPOL project which is part of the Interreg France – (Channel) England partnership and draws on the collaboration work of French and UK research institutions, members of industry and regional organisations. The consortium is led by the Le Havre-Normandie University (ULHN) and is composed of Caen University, the University of Brighton, the University of Portsmouth and Chichester Harbour Conservancy. The aim of the project is to study endocrine disruptors in the sea that can interfere with endocrine systems in humans, wildlife and plant populations. The symposium was very informative and worrying and the aim is to remove chemicals and replace them with greener options. The role of the water companies is crucial.

Cllr Martin reported that he had received complaints about the treatment of a Pine Tree in a property undergoing some development work in the garden. It was **RESOLVED** to write to the owners expressing the concerns of the Parish Council.

Councillors noted a number of highways related issues in the village and these will all be discussed at a future meeting with the highways engineer for the area.

There being no further business for discussion the meeting closed at 9.20pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday November 3rd, 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 October 2022.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
Joanne Brown	Work on the Neighbourhood Plan	315.00
CDC	Emptying of waste bins.	65.20
Castle Water,	Water supply to the Allotments	7.20
English Gardens	Pavilion garden maintenance.	50.00
Eradipest	Quarterly payment for pest control	378.00
Home Clean Chichester	Weekly cleaning of the pavilion for September	189.00
Mr Hutton	Expenses – toilet roll holder for the male toilet	7.12
JNR Computer services	IT support.	205.20
M&J Engineering	Replacement sign for the tree dedicated to Mr Shrubbs + Christmas tree foundation stand	126.00
Moore	Fixed rate External Auditor's fee.	480.00
Barry Napper	Clearance of stones and concrete path on Shore Road seafront – plant hire and labour.	750.00
Parish Council administration	Expenses – mileage, key cutting and parking at CDC.	113.00
	Underpayment from July-September due to NI changes.	89.46
SWR Garden Services	Village Green + play area x 3, Pavilion Hedge and fence Village Green hedge	1,152.00
Top Level Designs	Neighbourhood Plan and VDS changes in readiness for submission.	75.00

PAYEE	DESCRIPTON	AMOUNT £
Sussex Estate Care Ltd	Marine Drive Triangle grounds maintenance.	108.00
Viking	Paper, Ink and stamps.	401.43
West Sussex County Council	Contribution towards the cost of the mobile waste service – correct invoice replacing 8001604081	10,706.36
Bank payments		
British Gas	Gas supply to the Pavilion	68.95
British Telecom	Broadband and landline.	64.74
Business Stream	Water supply and collection Public Conveniences.	69.50
	Water supply to The Pavilion	37.85
Century 21	Monthly service agreement for CCTV.	12.00
HRMC	Liabilities	735.90
Mailchimp	Parish mailing list communication.	11.24
Nest	Parish administration.	164.97
Public Works Loan Board	Bi-annual loan payment	1586.61
RAMAR	HR Services.	10.50
Website Success	Website support.	162.00
Vodafone ltd	Parish Council mobile.	10.85
Zoom	Clerk's license(monthly).	14.39
TOTAL		£18,267.47