

## **WEST WITTERING PARISH COUNCIL**

### **MINUTES OF THE MEETING OF THE PARISH COUNCIL**

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

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

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

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

**232/21 APOLOGIES FOR ABSENCE** – Apologies were received from Mr Patel, Mrs Pike. Mrs Hamilton from CDC also sent their apologies.

**DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT** – None

**233/21. 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 2nd 2021, were approved.

#### **234/21. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS –**

Mr Montyn outlined some draft proposals for changes to the WSCC County Local Committees. The current process was costly in officer time and a new programme of meetings would be trialled for one year. Mr Montyn reported that a highways engineer would be meeting with Cllr Hutton on the cycle path between East and West Wittering to ascertain the cause of the flooding in wet weather. In Winter this water freezes and is dangerous to both walkers and cyclists. Mr Montyn had been invited to be involved with the Southern Water Drainage and Wastewater Management Plans for the Sidlesham catchment area and had attended the first meeting. It was important to be vigilant and note any pumping being undertaken in the village over the winter months. Mr Montyn also reported that he will be attending the forthcoming Chichester Harbour Conservancy tour.

Cllr G Barrett confirmed that the Members Bulletin had been circulated. He also confirmed that Welbeck UK had written to CDC stating their intention to appeal against the CDC Planning Committee decision to refuse their application for 78 houses on the Land East of Church Road. The recent meeting of the Peninsula Forum had been very successful with nine out of eleven Parish Councils in attendance. A pack detailing the concerns of each Parish Council will be circulated. Sewage issues were a concern for all Parishes at the meeting and it was important that all such issues were reported to Southern Water. Another concern was the capacity of the Electricity network as the demand will increase with the charging of electric cars and the phasing out of gas boilers by 2030.

Cllr Taylor reported that the next stage in the Local Plan was the updating of the Stantec Report and reviewing the financial situation following the news that funding was not available from National Highways. The District Council were working closely with the Examiner on the Local Plan and work on

providing the evidence base was continuing. The A27 continues to be a major issue in confirming housing numbers and work continues to push for options for a scheme. A further consultation exercise is expected in the Autumn.

**235/21. PLANNING MINUTES** – The minutes of the Planning Committee held on September 29th, 2021, were noted.

## **236/21. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

- (a) **Environment and Green Spaces** – On a proposal by Cllr Martin and seconded by Cllr Buckland it was resolved to move into private session at the end of the meeting. Cllr Hutton and Cllr Barrett had visited the Allotments. It was agreed that the internal hedge did not need a cut this year. The Cricket Club hedge has now been cut and Cllr Hutton will be talking to the Cricket Club about an obstacle on the verge outside the entrance.

The importance of trees to the village was discussed and the Environment and Green Space Working Party was asked to investigate the need for Tree Preservation Orders throughout the village and to report back to the full Council.

- (b) **Community Liaison** – The Clerk reported that face to face training for Speedwatch volunteers could now be arranged and that she was in touch with Sussex Police to arrange this. Cllr Debeger raised a concern about the safety of Speedwatch volunteers when carrying out their duties. Cllr Hutton stated that a thorough risk assessment was carried out before any activity could take place.
- (c) **Parish Projects – Neighbourhood Plan consultation** – The Clerk reported that over 250 responses had been received during the consultation period on the Neighbourhood Plan. These were currently being examined by the Parish Council's consultants. The next step was to meet with Chichester District Council and to then agree next steps. Subsequently this meeting was arranged for November 10<sup>th</sup>, 2021.
- (d) **Parish Administration** – On a proposal from Cllr Barrett and seconded by Cllr Buckland, payments of £11,581.11 were approved and are listed below. The Budget Monitor for September 2021 was also received. Cllr Martin asked about progress on litter picking and this will be progressed.

Cllr Martin reported that the website had been transferred to the new platform and a few teething problems were being experienced. A training session on uploading items to the new website was held and more training is available. The next piece of work is then improving the content on the various pages. Cllr Martin had already moved the useful contacts page compiled by Cllr J Barrett to a more visible position. It was important to encourage residents to report items of concern, especially sewage and police matters.

- (e) **Representation on other bodies** – Cllr Martin reported on the recent meeting of the Peninsula Forum where all of the Parishes had reported on issues of concern to them. Cllr Taylor had reported on why the Stockbridge link road could no longer proceed which was mainly due to lack of funding. Future meetings of the Peninsula Forum would be open to all Parish Councillors.

Cllr Martin reported on the recent meeting of the Chichester District Association of Local Councils (CDALC) and confirmed that the Constitution was now agreed. Cllr Martin also reported on the issues with hybrid council meetings and Trevor Leggo from WSALC will be writing a paper on this. If a Councillor attends a Parish Council meeting virtually they

are technically not present and cannot vote. A training day on Parish Online was being organised through WSALC and further details on this would be made available.

**237/22. CORRESPONDENCE** – The Clerk reported on the correspondence since the last meeting including an email from West Wittering Estates regarding electric charging points for electric cars in the village. It was decided that the Parish Council would not be progressing this as other organisations have this responsibility.

The CDC Infrastructure Business Plan was discussed, in particular the improvements to the Selsey Tram roundabout and the increase in cycle paths for leisure purposes.

The Boundary Commission have acknowledged the Parish Council's response to their recent consultation on boundary changes. There will be a further consultation before a decision is made.

**238/21. OPEN FORUM** – The need for responses from the Environment Agency to the further questions submitted by the parish Council was raised. Subsequent to the meeting the Clerk has contacted the Environment Agency again to request this information. Damage to the East - West cycle path fence was reported. Cllr Buckland reported that a small ditch had appeared around the small triangle of land at the end of Berry Barn Lane. This was private land and it was thought that this would discourage parking.

Dr Collinson was pleased to hear about the plans for more Tree Protection Orders in the village. Dr Collinson also asked if West Wittering Parish Council was liaising with East Wittering Parish Council on the developments that will affect both areas. The Chairman confirmed that this was the case and a meeting of the two Charman had been arranged for the following week.

**239/21. Private Session** – The Clerk circulated a paper outlining the latest position regarding the Village Green. It was agreed to contact the Parish Councillors solicitor with a suggested timeframe for completion of this work.

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**There being no further business for discussion the meeting closed at 8.40pm.**

Signed: .....  
Chairman

Date: .....

**The next meeting of the Parish Council will be held on Thursday November 4th 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](http://www.westwitteringparishcouncil.gov.uk)

### **Appendix 1 - Payments for approval October 2021**

<b>PAYEE</b>	<b>DESCRIPTON</b>	<b>AMOUNT £</b>
A T Hickman	Health & Safety & maintenance.	100.00
Arbtechnic Ltd	Clear vegetation in the area behind the village bus stop.	456.00
B&M Plant Hire Ltd	Replacing shingle to ramp at Joliffe Road	432.00
CDC	Monthly emptying the litter bins.	62.60
Century 21 Security systems	Service and repairs to the WWPC CCTV system – deposit.	191.70
English Gardens	Pavilion garden maintenance.	45.00
Eradipest	Playground and urban gym sanitised and cleaned.	144.00
Eradipest	Quarterly pest control	378.00
Home Clean Chichester	Weekly cleaning of the Pavilion, August and September	356.00

Mr Bob Hutton	Hire of the Catholic Church Hall plus spare key cutting.	27.80
JNR	IT support.	199.68
Mulberry and co	Clerk training – planning.	48.00
Barry Napper	Water meters monthly reading	15.00
Parish Council administration	Clerk's salary and expenses.	1574.48
SSE	Electricity supply to the Pavilion	433.69
SSE	Electricity supply to the public conveniences	112.93
SSE	Quarterly unmetered street lighting	466.21
SWR Garden services	Village green and play area x 3.	492.00
Safe.co.uk	Fireproof safe for the Pavilion	249.00
Sussex Estate Care	Contracted grounds maintenance for Marine Drive Triangle, Open space and cycle path - September.	582.00
Sussex Estate Care	Cricket field hedge and ditch cut and trim.	2187.60
Wicks Farm	Mow Pavilion sports field.	196.50
<b>BANK PAYMENTS</b>		
British Gas	Gas supply to the Pavilion	70.26
British Telecom	Broadband and landline.	64.74
Business Stream	Water supply and collection – Public conveniences.	62.60
HMRC	Liabilities for October	724.56
PWLB Payment (half yearly)	Loan repayment	1586.61

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
<b>TOTAL</b>		<b>11581.11</b>