



WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday September 5th, 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 I WESTERN, MR K MARTIN AND SEVEN MEMBERS OF THE PUBLIC.

CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MRS E HAMILTON, MR M CHILTON.

The Chair began the meeting with a tribute to Drew Allardice. The Parish Council were very saddened to hear, at the end of July this year, that our Community Warden of many years, Drew Allardice, had lost his fight against cancer. Drew was an important figure in the village, managing many difficult situations and he came to speak here last year about some of examples of his important work. Drew will be sadly missed by the Parish Councillors and everyone in the village. The Parish Council send their sincere condolences to Drew's partner, family and friends. A minute of silence followed in honour of Drew.

75/24. APOLOGIES FOR ABSENCE – Mrs L Handford, Mr H Patel and Mr B Buckland and Mr P Montyn (WSCC)

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

76/24. CONFIRMATION OF MINUTES AND MATTERS ARISING – The minutes of the meeting held on July 11th were confirmed as true and fair record by all.

77/24. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Cllr Chilton reported that the proposed changes to the National Planning Policy Framework (NPPF), currently being consulted on by the Government, would have repercussions for Chichester District Council (CDC). The Local Plan would need to be replaced in the next three years which will be challenging. The examination of the current Local Plan will take place in October. The housing target for CDC will increase under the new NPPF.

Cllr Hamilton reported that the A27 bypass mitigation document was currently going through Cabinet. Decisions were also made to continue to fund Chichester Festival Theatre and Pallant House Gallery. The draft Infrastructure Business Plan was also being considered. Cllr Hamilton also reported that £50k has been allocated to celebrating Christmas in Chichester District. The Chair asked if there had been any progress in developing the strategy for the redevelopment of Chichester City which was presented to Parish Councils previously. Cllr Chilton confirmed that this work was progressing. The Parish Council would like to see a dynamic push to get the brownfield sites in Chichester redeveloped. Cllr Chilton confirmed that it will only be possible to redevelop sites in the ownership of CDC.

Cllr Martin asked Cllr Chilton if he would 'Red Card' a planning application on behalf of the Parish Council. Cllr Chilton confirmed that he would do so.

78/24. PLANNING MINUTES – The minutes of the Planning Committee held on August 23rd 2024 were noted for approval at the next Planning Committee meeting.

79/24. To discuss and agree to delegate the formal response from WWPC to the Government's current consultation on the National Planning Policy Framework and Planning System changes to an Extraordinary Meeting of the WWPC Planning Committee- Cllr Martin introduced the item summarising the key elements of the changes to the NPPF, in particular those that will impact on Chichester District such as the housing formula. There had been useful guidance circulated from Tony Whitty at CDC and from the West Sussex Association of Local Councils. It was **RESOLVED** to delegate the response to the consultation to the WWPC Planning Committee at an Extraordinary Meeting due to be held on Monday September 23rd at 10.30am in The Pavilion.

80/24. To discuss and agree an addition to the WWPC Bench Policy that considers if a maintenance fee is required when a Memorial Plaque is added to an existing bench – The Parish Council **RESOLVED** to accept the proposed changes to the WWPC Memorial Bench Policy which would enable a second plaque to be placed on some memorial benches if requested with a fee of £100 for the purchase, inscription and fitting of the plaque and an additional fee of £100 towards future maintenance of the bench and plaque. The application form was also approved.

81/24. To agree and discuss the WWPC response to the Chichester District Council's consultation on Climate Change - It was agreed that the Clerk would draft the WWPC response and consult with Councillors for agreement.

82/24. To agree WWPC representation at the CDC All Parishes Meeting due to be held on September 23rd, 2024, at 5pm – It was agreed that Cllr Pike and Cllr Western would attend the All Parishes Meeting.

83/24. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (1) Environment and Green Spaces** – Cllr Hutton introduced the item on fencing at Snow Hill. A lot of building work is taking place in the area and as winter approaches the land will soften and large delivery trucks and other associated vehicles will continue to damage the land. It was agreed that the Clerk will write to the owners and inform them of the intention of the Parish Council to erect low level fencing to prevent any further damage.
- (2) Community Liaison** – The final draft of the WWPC newsletter had been circulated and Cllr Debeger was thanked for all the work that he had done to produce an excellent newsletter. It was decided to use the same distribution company again but also inform them that the northern and western edges of the village did not seem to have them delivered. Mr Hardy offered to distribute copies of the newsletter locally if needed in the areas where delivery has been a problem. It was **RESOLVED** to have 2700 printed and distributed.
- (3) Parish Projects** -The Drainage Project meeting involving Jane Reeve from the Manhood Wildlife and Heritage Group and the West Sussex County Council Operation Watershed representative will take place on Friday September 27th 2024 at 2pm in The Pavilion.

The hedge project is progressing with a license required from WSCC and, if successful, a grant can then be applied for from CDC for the purchase of the trees.

(4) Parish Administration

- (i) Payments for approval for August and September were **APPROVED** and are listed below.
- (ii) The Budget Monitor for August 2024 was received.

84/24. Representation on other bodies – The minutes of the July meeting of the MPP will be circulated.

85/24. CORRESPONDENCE - Mr Hardy had written to the Parish Council to request their help in improving the provision of better broadband within the village. A number of residents were having issues with this. It was **AGREED** to contact the department at West Sussex County Council to ask if there was any help available with this.

A resident also asked the Parish Council to consider the provision of reasonable priced sports facilities in the village. It was **AGREED** that current prices would be investigated in order to ensure that families on a low income were not being excluded from sports activities.

86/24. OPEN FORUM – Cllr Hutton reported that a contractor drove into the bus shelter new the Itchenor cross roads and this has been reported and is currently being investigated.

Cllr Martin reported a tyre on the pavement by Sayas.

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There being no further business for discussion the meeting closed at 8.30 pm.

Signed:
Chairman

Date:

The next meeting of the Parish Council, which will be held on Thursday October 3rd, 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 August 2024.

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Meter readings	10.00

PAYEE	DESCRIPTON	AMOUNT £
	Litter picking.	75.00
CDC	Emptying of waste bin.	80.00
Elektromos	Repair cystemiser and lighting in the gentleman's public convenience.	96.00
English Gardens	Pavilion Garden	50.00
JNR Computer services	IT Support	217.20
G Johnson	Repair of Village Green notice board	245.00
MD-Contracting	Maintenance of the village green	80.00
Mulberry Local Authority Services	Councillor training	54.00
NBB Recycled furniture	Memorial Bench Plaque and inscription	90.00
Parish Council administration	Expenses	71.94
SSE Energy solutions.	Unmetered street lighting	407.92
Sussex Estate Care	Contracted Grounds maintenance Marine Drive Triangle	113.40
Viking	Printer ink, paper, toilet paper, toilet cleaner, storage boxes	396.85
West Wittering Memorial Hall	Hire of hall for Annual Parish Assembly	65.00
Bank payments		
British Telecom	Broadband and landline	70.62
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.38
Nest	Parish administration.	282.42
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		2754.61

PAYEE	DESCRIPTON	AMOUNT £
Charity Invoices		
MD-Contracting	Maintenance of the Sports Field	160.00
Wicks Farm	Mowing of the Sports field	216.00
Aidan Hickman	Hand weed gym area	12.50
Elektromos	Fit new floodlight cage	87.00
TOTAL Sports Field Charity payments		475.50
Total payments		3230.11

Payments for approval September 2024

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Litter picking.	75.00
	Meter reading Liaison with football club Removal of smashed glass from pavilion car park by the gate Open up car park late at night for car locked in.	30.00
Castle Water	Water supply to The Pavilion	7.61
English Gardens	Pavilion Garden	50.00
JNR Computer services	IT Support	217.20
MD-Contracting	Maintenance of the village green	96.00
	Footpath maintenance – 3 footpaths from Elms Lane to Cakeham Road	1140.00
Barry Napper	Hedge trim and clear away at The Pavilion	140.00
Parish Council administration	Expenses	117.87

PAYEE	DESCRIPTON	AMOUNT £
SSE Energy solutions.	Unmetered street lighting (2 months)	855.02
Sussex Estate Care Ltd	Contracted Grounds Maintenance – Marine Drive Triangle	113.40
	Contracted Grounds Maintenance - East West Cycle Path	315.00
Bank payments		
British Gas	Gas supply to The Pavilion	376.31
British Telecom	Broadband and landline	70.62
Business Stream	Water supply and collection to and from the Public Conveniences	188.78
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.34
Nest	Parish administration.	237.28
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		4379.31
Charity Invoices		
MD-Contracting	Maintenance of the Sports Field including the Trim Trail	192.00
Wicks Farm	Mowing of the Sports field	216.00
TOTAL Sports Field Charity payments		408.00
Total payments		4787.31