

## WEST WITTERNG PARISH COUNCIL

MINUTES of the Meeting of the Parish Council  
held on Thursday 5<sup>th</sup> July 2018 in the Sports Pavilion,  
Rookwood Road, West Wittering, PO20 8LT

PRESENT: Mr R Shrubbs (Chairman), Mr R Hutton (Vice Chairman), Mr W Buckland, Mr R Lewis, Mrs J Barrett, Mrs N Pike, and 8 members of the public. Cllr Barrett and Cllr Hamilton were also present.

**28. APOLOGIES FOR ABSENCE** – Mr K Martin, Mr H Patel

**29. DECLARATIONS UNDER THE CODE OF CONDUCT** – None

**30. URGENT ITEMS** – None

**31. PLANNING** - Noted the decisions of the Council were as follows:

List No	Reference	Application details
23/18	WW/17/03646/DOM -	Mr & Mrs Nigel Barton The Dodo 47 Marine Drive West Wittering PO20 8HQ First floor extension NO OBJECTION
	WW/18/01256/PLD	Mr & Mrs Lidington 15 Elmstead Park Road West Wittering Chichester West Sussex The conversion and extension of an existing garage, detached from and to the rear of the property, into a Garden Room. Plus the construction of a new first floor, side facing Dormer Window, in to the existing pitched roof of the main house. NO OBJECTION
	WW/18/01322/DOM	Mr Stephen Clayton Samarkand 12 Culimore Close West Wittering PO20 8HD Roof and ground floor extensions with alterations. NO OBJECTION
24/18	WW/18/01358/DOM	Mr & Mrs T & M Boughton Fieldfares Elms Lane West Wittering PO20 8LW Revised conservatory. NO OBJECTION
25/18	WW/18/01472/PLD	Mr & Mrs Julian & Rachel Hall Nore House Snow Hill West Wittering The stationing of a Shepherd's hut/caravan within the curtilage of the dwellinghouse. NO OBJECTION
26/18	WW/18/01402/FUL	Mr Elliott Land East Of Brook House Pound Road West Wittering Chichester Proposed dwelling with underneath boat storage. WITHDRAWN
	WW/18/01405/FUL	Mr & Mrs Threadgill 41 Marine Close West Wittering Chichester Replacement dwelling and garage. NO OBJECTION

**20. PLANNING AND ENFORCEMENT MATTERS – SUBSTITUTE PLANS –** WW/18/00766 Larkfield 31 The Crescent – no objection and WW/00498 Nybhurst Cottage – No objection. Members also noted that the dormers at 12 Culimore Close did not require planning permission and Mr Lewis raised a question about glazed windows to dormers and permitted development rights. The Chairman opened the meeting to allow Cllr Barrett to address members regarding his paper on issues facing the western Manhood Parishes. He explained that Gillian Keegan MP would be meeting with the minor group members of the District Council to understand these issues. Mr Shrubbs raised the issue of junction improvements as on the A286 to be funded by developers and other junction improvements which had not been carried out.

**21. CONFIRMATION OF MINUTES AND MATTERS ARISING –** On a proposal by Mr Hutton and seconded by Mrs Pike the minutes were approved and signed by the Chairman.

**22. DISTRICT AND COUNTY COUNCIL UPDATE –** Cllr Barrett advised that the planning application for change of use for 1, Watersedge Gdns would go to Committee on 18<sup>th</sup> July 2018. Cllr Hamilton referred to the STOMP meeting held recently in Selsey and that the group would need some funding to continue to promote tourism for the Manhood peninsular. Members agreed in principle to a sum not exceeding £100 and noted that the next meeting would be held on 26/9/18 at 7pm at North Mundham Village Hall or Hunston Village Hall.

### **23. CLERKS REPORT**

- a) Allotments – No items
- b) Footpaths and Open Spaces – Noted that the noticeboard and by laws had been put on the Village Green. Regarding repairs to the gabions at Marine Drive and Cakeham Estates, the Chair reported that he had discussed the issue with Cakeham Estates but that the District Council had no funds to repair at present as no properties were at risk. It was agreed that the understanding was always to hold the line along this part of the beach. Cllr Barrett agreed to look into this for the Parish Council.
- c) Sportsfield and Millennium Meadow – Mr Hutton reported that 4 quotes had been sought for Pavilion roof and gutter repairs. He had met with all the contractors and 3 quotes had been returned as follows;

Quote A - £1850

Quote B - £840

Quote C - £984

On a proposal by Mr Hutton and seconded by Mrs Barrett Quote C was approved by the Council.

Mr Hutton also reported that the safety report for the children's play area had been received. Members noted some minor defects to the surfacing causing trip hazards and Mr Hutton would investigate whether the contractor currently installing the new item would be able to do the repairs. Members noted that the new play equipment was nearly complete and acknowledged the generous donation from the Woodger Trust. He and Mr Lewis agreed that they would look at picnic tables next and Mr Hutton also reported that he had dealt with the wasps nest in the play area. Mr Hutton reported that the Officials room was now probably surplus to requirements and that this would be a good room for storage of some office items

to make more space in the office. This was agreed. Members also noted that the surplus equipment and kit left by Wittering Utd had been taken by the Clerks husband and donated to Sussex FA. Mr Lewis referred to the sign for the outside of the Pavilion that the Sussex Academy had asked to put up. This was approved.

- d) Snowhill – No items
- e) Finance – Noted that the Budget Monitoring had been circulated
- f) On a proposal by Mr Buckland and seconded by Mr Hutton accounts listed below and totalling £9,150.84 were approved for payment.

Payee	Details	
RoSPA	Play equipment inspection	121.80
Profile Engineering	Shutter service	350.00
Profile Engineering	Shutter repair	75.00
Greenbarnes Ltd	New noticeboard	899.74
SSE	Pavilion	212.78
Merritt Decorators	Conveniences	2340.00
Wicks Farm	Mowing	196.50
B Napper	Bus Shelter and Snowhill	290.00
CDC	Lid dog bin	205.37
Mrs J Brown	Clerks salary etc	1190.01
ICSA	Membership	325.00
Travis Perkins	Materials	19.02
SWR Garden Services	Footpaths, mowing	1060.00
B&M Plant	Shingle	384.00
HMRC	Liabilities	235.02
D/D British Gas	Pavilion	328.14
The Sign Shop	Signs for Noticeboards	90.00
SSE	Footway lighting	388.26
Mr C Tranchant	Pavilion garden	45.00
Sussex Estate Care	Grounds Maintenance	336.00
CDC	Paladin hire	59.20
<b>TOTAL</b>		<b>9,150.84</b>

g) Communication and web site – members expressed difficulty with access to web mail and asked if the WP could check whether this could be improved. Noted that the Clerk and some Members did not find it particularly easy to use.

h) New Clerk Working Party – No items to report

i) Parish Assets/Footway Lighting – No items to report

j) Memorial Hall – Mrs Barrett reported that she would continue to liaise with the Trustees regarding a New Homes Bonus grant and would be meeting with CDC officers to progress.

k) Twinning – No items to report

l) East Head/CIAG/Flood Mapping/West Manhood Drainage Group – No items

m) Emergency Planning –No items to report

n) Parish Church – No items

o) Peninsula Forum – No items to report

#### **24. CORRESPONDENCE - NONE**

**25. OTHER ITEMS FOR DISCUSSION** – Mrs Pike reported that there was a branch hanging off the oak tree on the Village Green which Mr Shrubbs agreed to remove. Noted various highway matters to report including a new 20 minute waiting sign in Pound Rd and the Horse sign in Chapel Lane which needed a new post. Mrs Pike also reported that the review of the VDS had not been completed to the NP Steering Groups specification and it was agreed to ask AiRS for advice. Members also noted that residents parking on the verge at Malthouse Cottages had destroyed the verge and caused obstruction. It was agreed to report these matters to WSCC.

#### **26. OPEN FORUM** – No items

There being no further business for discussion the meeting closed at 8.15pm

Signed:.....

Chairman

Date: .....

**The next meeting of the Parish Council will be held on THURSDAY 2<sup>nd</sup> August 2018 in the West Wittering Sports Pavilion, Rookwood Rd.**

**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)**

