

## WEST WITTERNG PARISH COUNCIL

MINUTES of the Meeting of the Parish Council,  
held on Thursday 1<sup>st</sup> March 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 D Sadler, Mr K Martin, Mr R Lewis, Mrs N Pike, and 10 members of the public. Cllr Hamilton and Cllr Montyn were also present.

26. **APOLOGIES FOR ABSENCE** – Mrs J Barrett, Mr H Patel

27. **DECLARATIONS UNDER THE CODE OF CONDUCT** – Mr Martin – personal, planning application for Gallicantus, Roman Landing.

28. **URGENT ITEMS** – The Chairman agreed to discuss item

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

List No	Reference	Application details
5/18	NONE	
6/18	WW/17/03429/DOM	Mr Tony Rickards Gallicantus Roman Landing West Wittering Chichester Two storey and roof extension at rear of house. Pitched roof over flat-roofed garage. NO OBJECTION
	WW/18/00031/DOM	Mr & Mrs Handasyde Dick Southview Cakeham Road West Wittering PO20 8EB Removal of existing outbuilding and erection of single storey extension. OBJECTION TO HEIGHT OF ROOF, If roof lowered, no objection.
7/18	WW/18/00162/DOM	Mr Mark Caddy Little Mead Wellsfield West Wittering PO20 8LH Two storey rear extension, side extension to first floor and widening of existing dormer. OBJECTION Excessive height and bulk and out of character
	WW/18/00217/TCA	Mr Stuart Power Beaufort House Elms Lane West Wittering PO20 8LW Notification of intention to reduce upper crown lateral branches on the north-east sector by up to 3m on 1 no. Oak tree (T1).NO OBJECTION
	WW/18/00251/DOM	Mr And Mrs M Jenkinson 9 Southcote Avenue West Wittering Chichester West Sussex Rear extension and loft conversion. NO OBJECTION
8/18	WW/18/00274/DOM	Stephen & Bella Hignett Landfall 66 Howard Avenue West Wittering Chichester Two storey side extension and single storey front and rear extensions OBJECTION Overdevelopment and uneighbourly

WW/18/00363/DOM	Mr Julian Craske 21 Southcote Avenue West Wittering PO20 8EY Construction of a single storey porch extension, utility room extension, loft conversion with dormer, 3 roof windows and 3 rooflights to the ground floor flat roof. New white render finish to existing painted brickwork. NO OBJECTION
WW/18/00369/TCA	Mr Stuart Power Ormes Elms Lane West Wittering PO20 8LW Notification of intention to reduce height by 5m on 1 no. Eucalyptus tree (T1), reduce height by 6m and remove 5 no. lowest lateral limbs on south side (to clear the highway) on 1 no. Leyland Cypress tree (T2) and reduce height by 5m and remove 5 no. lowest lateral limbs on the south side (to clear the highway) on 1 no. Leyland Cypress tree (T3). NO OBJECTION

30. **THE OLD HOUSE AT HOME –CURRENT STATUS** – Mr Martin reported that contracts had been exchanged and completion on the sale of the pub was expected in mid-March with a view to re-opening in June. Mr Sadler queried the status of the current planning application on the site as it was not clear from the planning portal why it had not been determined in time. It was agreed that Cllr Hamilton and the Clerk would raise this with the Planning Officer.
31. **WW/17/03295/FUL – 1, Watersedge Gdns** – The Chairman opened the meeting to allow a member of the public to speak. The Council noted the revisions to the application which were minor. Following discussion on a proposal by Mr Martin and seconded by Mr Sadler it was agreed to object further regarding the lack of any impact assessment or traffic order and point out the original building line which existed before the bungalow was extended. It was also agreed to ask District Councillors to red card the application if the Officer was mindful to permit.
32. **CHICHESTER DISTRICT COUNCIL LOCAL PLAN MODIFICATION** – Noted that the consultation details had been circulated. The Clerk was asked to check the map relating to the Settlement Policy Area.

33. **NEIGHBOURHOOD PLAN – UPDATE** – Members noted the latest Project Plan task list had been circulated. The Clerk reported that the Steering Group had requested 3 quotes for updating the planning policies of the Village Design Statement. One quote had been returned for the sum of £1500 and on a proposal by Mr Hutton and seconded by Mr Lewis, it was approved. It was also noted that the Objective Housing Needs Survey had been completed and a further AECOMM grant for a strategic environmental impact statement had been submitted.
34. **COMMUNITY INFRASTRUCTURE LEVY** – On a proposal by Mr Martin and seconded by Mr Hutton it was agreed to allocate the CIL funds to the Neighbourhood Plan.
35. **CONFIRMATION OF MINUTES AND MATTERS ARISING** – On a proposal by Mr Martin, seconded by Mr Sadler Minute 18 was amended to read “ Mr Martin expressed surprise that Chichester District Council had allowed the planning application to expire giving right of appeal to the Applicant. Mrs Pike confirmed that after 8 weeks the application can be determined on appeal. Cllr Hamilton was asked to look into the matter of non-determination.” In addition, Min 23 was amended, adding “and the resolution was agreed” on a proposal by Mr Martin and seconded by Mr Sadler. Subject to these amendments on a proposal by Mr Hutton seconded by Mr Martin the minutes were approved.
36. **DISTRICT AND COUNTY COUNCIL UPDATE** – Cllr Hamilton referred to the new Enterprise Centre in Terminus Rd, Chichester and also the Selsey Haven project which may not proceed because of funding and costs. Cllr Montyn referred to the County Council budget and precept increase which was noted at 4.95%. He also reminded Members of the next Build a Better A27 workshop on 15<sup>th</sup> March 2018. Members also noted the current winter weather advice from Highways. Mr Sadler asked about the gritting on the main road and Cllr Montyn confirmed that this was on the schedule.

### 37. **CLERKS REPORT**

- a) Allotments – The Clerk reported a request for a shed on an individual plot. Following discussion on a proposal by Mr Hutton and seconded by Mr Martin it was agreed that the current policy of no sheds on plots would remain in place and the plot holder to be offered an existing boundary shed when available.
- b) Footpaths and Open Spaces – On a proposal by Mr Hutton and seconded by Mr Buckland the Council agreed to discuss legal advice regarding the Village Green in closed session. The Clerk reported that quotes had been received for the redecoration of the Public Conveniences as follows
- Quote A - £1800
- Quote B - £2750
- Quote C - £1950
- Following discussion on a proposal by Mr Hutton and seconded by Mr Buckland, the Council agreed to award the work to Contractor C.
- The Council also noted a quote for removal and replacement of shingle along the sea front to improve access to the beach during the summer. On a proposal by Mr Hutton seconded by Mr Sadler, the sum of £640 (£320 x 2) was approved by the Council. It was agreed to consider the quote for cutting the visibility splay at Sandpiper Walk at the next meeting.
- c) Sportsfield Management – Mr Lewis reported on the condition of the sports pitches

following the drainage installation and noted that some areas required in filling with a mix of topsoil sand and seed. He agreed the Working Party would assess requirements and report back to the Council.

d) Snowhill – No items

e) Finance – On a proposal by Mr Martin and seconded by Mrs Pike, accounts listed below and totalling £12,714.09 were approved for payment

Payee	Details	
S F Dobbin	Internal Audit and Budget monitoring	750.00
Harrison EDS	Flagpole and flags	1278.85
Mrs J Brown	Clerks Salary and mileage	1255.99
HMRC	Liabilities	247.42
Paine Manwaring	Repair water leak	182.40
Castle Water	Pavilion	57.09
Surrey Hills Solicitor	Advice re Village Green	180.00
Allotment Association	Final subs	5.00
CDC	Paladin hire	56.60
Biz card	NDP printing	148.00
Mr Ruff	Footpaths	620.0
RCA	Op Watershed supervision	439.20
Hennessey Construction	Drainage Elms Lane	1920.00
Hennessey Construction	Drainage Elms Lane	2880.00
Travis Perkins	Keys	12.54
Arbtechnic	Village Green trees	1490.00
The Sign Shop	Bye Laws	96.00
WWCC	Grasscutting	975.00
Sussex Wildlife Trust	Report	120.00
<b>TOTAL</b>		<b>12714.09</b>

f) Communication and web site –

The Clerk presented a draft Action plan regarding compliance with GDP regulations. Mr Martin proposed that the matter be dealt with at a Working Party meeting and the Chairman agreed this could be added to the meeting he wished to arrange to discuss the business plan for 2018/19. Mr Martin asked about the mailboxes for Members email and the Clerk reported that this had been set up. It was also agreed to discuss the use of Parish on Line at the Working Party meeting.

g) Parish Assets/Footway Lighting – No items

h) Memorial Hall – No items

i) Twinning – No items

j) East Head/CIAG/Flood Mapping/West Manhood Drainage Group – Noted that there was a build-up of shingle on The Hinge but that material had been cut back along some groynes. West Wittering Estates continue to manage repairs. Regarding land drainage it was noted that WSCC required Parishes to undertake legal notices etc. which was previously carried out by the principal authorities.

k) Emergency Planning – Mr Lewis reported he had attempted to consult with East Wittering and Bracklesham Parish Council regarding the Emergency Plan but that he had not yet been able to make contact.

l) Parish Church – No items

- m) Peninsula Forum – Noted next meeting was to be held on 12<sup>th</sup> March 2018. Mr Martin added that he had attended the South Chichester County Local Committee and that new arrangements for grant packages had been discussed.

**38. –CORRESPONDENCE –**

**Traffic Regulation Order for speed restrictions Chichester Rd**

The Chairman opened the meeting to allow Mr Abbott to speak to the Council regarding the proposed Traffic Regulation Order to reduce the speed limit on Chichester Road. Mr Abbott asked the Council to reconsider its position and referred to the number of letters received from residents concerned about speed on this road. Mr Martin stated that the reduced speed of 40mph was already being observed by 85% of vehicles so the reduction in the speed limit was not needed. Mr Sadler added that he supported the proposal and would consider extending the reduced limit all the way along the road to the north. The Chairman closed the meeting and following discussion on a proposal by Mr Sadler and seconded by Mr Lewis on a vote of 4 for and 1 against the proposal to support speed reduction measures was approved.

**Linden House B&B Lighting**

The Clerk reported the response from the owners regarding the light and confirmed that it did not shine into the road.

- 39. OTHER ITEMS FOR DISCUSSION** – Chichester Harbour Visitors Survey – it was agreed a link to this survey should be put on the Councils web site

**40. OPEN FORUM –**

- 41. VILLAGE GREEN** – Members noted that a meeting had been held with the owners of Springwell Cottages to discuss the legal advice received and that the owners had been asked to write to the Council with their formal request for a solution to the parking issues. Mr Hutton reported that the fencing contractors were due to start on Monday 5<sup>th</sup> March 2018. It was agreed the fencing in front of Springwell Cottages would be left until further discussions with the owners.

**42. CLERKS SALARY 1<sup>st</sup> APRIL 2018**

On a proposal by Mr Hutton, seconded by Mr Martin it was agreed to increase the Clerks salary by 3% from 1<sup>st</sup> April 2018.

**There being no further business for discussion the meeting closed at 9.15pm**

Signed:.....

Chairman

Date: .....

**The next meeting of the Parish Council will be held on THURSDAY 5<sup>th</sup> APRIL 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)**