

WEST WITTERNG PARISH COUNCIL

MINUTES of the Meeting of the Parish Council
held on Thursday 4th October 2018 in the Sports Pavilion,
Rookwood Road, West Wittering, PO20 8LT

PRESENT: Mr R Hutton (Vice Chairman), Mr W Buckland, Mr H Patel, Mrs J Barrett, Mr Martin Mr R Lewis, and 5 members of the public. Cllr Barrett and Cllr Montyn were also present.

49. APOLOGIES FOR ABSENCE – ,Mr R Shrubb, Mr H Patel, Mr K Martin

50. DECLARATIONS UNDER THE CODE OF CONDUCT – Mr Wright, – personal planning application, Saltmarsh House and Mr Hutton and Mr Lewis, personal planning application 12 Owers Way Mrs Pike declared an interest in the contract to update the VDS.

51. URGENT ITEMS – The Chairman referred to Mr Martins allegation raised at the last meeting concerning the procedure for agreeing the funding of gabion repairs He confirmed that the Clerk had contacted SSALC again and that Trevor Leggo had confirmed the process was in order.

52. PLANNING - Noted the decisions of the Council were as follows

List No	Reference	Application details
36/18	WW/18/02164/FUL	Mr Eric Kump Saltmarsh House Ellanore Lane West Wittering PO20 8AN New pool house and landscaping scheme, including revised pool layout - Variation of Condition 2 of planning permission WW/17/01478/FUL - changes to include a) variation of line of boundary walls b) introduction of further pleached evergreen oak trees c) modification of shed and its position NO OBJECTION
	WW/18/02229/DOM	Mrs Maureen Crockett 22 Southcote Avenue West Wittering PO20 8EY Replacement boundary wall and fence and removal of hedging. NO OBJECTION
37/18	WW/18/02253/FUL	Mr & Mrs Mote The Cart Shed Chapel Lane West Wittering PO20 8QG Change use of land to residential and an erection of a timber storage building. NO OBJECTION
38/18	WW/18/01710/DOM	Coyne Holes 12 Owers Way West Wittering Chichester West Sussex Proposed extension and conversion of roof space to habitable accommodation. NO OBJECTION
	WW/18/02256/DOM	Ms Maureen Cronk Elis Lodge Cakeham Road West Wittering Chichester Proposed alterations and extensions to include new indoor swimming pool and lounge, change use of roofspace to habitable

		accommodation and the construction of a new detached single storey gatehouse ancillary to Eli's Lodge COMMENT re Gatehouse not to be used as a separate unit of accommodation
39/18	WW/18/02305/FUL	Mr & Mrs K Simmill Edelsten Cottage 2 Marine Drive West Wittering PO20 8HE Demolition of single dwelling house and construction of development comprising 5 no. 2-bed flats, new access and associated works. NO OBJECTION

53 NDP STEERING GROUP UPDATE – Mr Lewis reported that further detailed site assessment work had been carried out and that CDC Housing numbers in the Local Plan Review would be taken into consideration. Airs would be producing the required Screening report in December 2018 and a timetable for producing a draft plan was in place.

54 CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Mrs Barrett and seconded by Mr Wright the minutes were approved and signed by the Chairman.

55. DISTRICT AND COUNTY COUNCIL UPDATE – Cllr Montyn reported on the budget preparation being undertaken by WSCC in the light of grant reduction by central Government. Cllr Barrett reminded the meeting that there was now a charging policy for waste disposal for residential waste taken to the tip in a trailer. He also referred to improvements to the Selsey Tram roundabout as funding had been included in the draft procurement plan for CIL funding. Mr Wright asked Cllr Barrett to report back on the situation regarding drainage at Northfields and it was agreed to write to Susan Taylor, District Councillor and EW&B Parish Council regarding additional housing.

55. CLERKS REPORT

- a) Allotments – No items
- b) Footpaths and Open Spaces – On a proposal by Mrs Pike seconded by Mr Lewis it was agreed to discuss the purchase of land in closed session. Members noted that Mr and Mrs Barrett had completed the footpaths inspections. Mr Wright asked about the kissing gate on Roman Landing and it was noted that this did not belong to Roman Landing Leaseholders. It was agreed to report this back to the adjoining landowner. Mr Lewis reported that some land to the seaward side of properties at the end of Marine Drive West had been roped off and it was agreed to report this to Chichester District Council.
- c) Sportsfield and Millennium Meadow – Members noted quotes received for cutting the Sportsfield boundary trees and willow tree, Village Green as follows;

Sportsfield;

Quote A - £900

Quote B - £815

On a proposal by Mr Wright and seconded by Mr Buckland Quote B was approved by the Council.

Village Green

Quote A - £599

Quote B - £470

On a proposal by Mr Wright seconded by Mr Lewis Quote B was approved by the Council

Mr Hutton referred to warm air hand dryers for the Pavilion and 3 prices for suitable models that he had received. Following discussion he proposed the option costing £654.84 and agreed to arrange installation. This was seconded by Mr Lewis and all agreed. Members also noted that a new letterbox had been ordered for the Pavilion to enable secure post to be sent to the office rather than the Clerks home address. Mr Hutton also reported that appropriate signing for the building had been ordered at a cost of £285.

- d) Snowhill – Noted that Mr Napper had replaced the bye law sign free of charge. The Clerk was asked to thank him for this.
- e) Finance – Members noted the communication from Barclays bank regarding charges. It was agreed that the Finance WP would look into banking arrangements with the new Clerk after 1st November 2021. It was agreed to arrange a Finance WP at the end of October to prepare a budget for 2019/20 and with a view to agreeing the precept by January 2019.

On a proposal by Mrs Pike and seconded by Mr Wright accounts listed below and totalling £ 6314.19 were approved for payment.

Payee	Details	£
Dennison Doors	Repair shutter	102.00
GA Roofing	Repairs to guttering and roof, painting	1180.80
My Security	Repair CCTV	648.00
C Tranchant	Pavilion garden August	45.00
CDC	Treating knotweed x 2	103.20
SSALC	Recruitment costs	720.00
HMRC	Liabilities	218.53
CDC	Paladin hire	59.20
Dyson King	New letterbox	189.60
SWR Garden Services	Grounds mtce	280.00
Mrs J Brown	Clerks salary	1273.53
British Gas DD	Pavilion	127.28
Dennison Doors	New motor for shutter	806.40
Viking	Ink	180.49
Castle water	Allotments	19.61
SSE	Footway lights	279.55
Sign Shop	Sign for conveniences	36.00
C Tranchant	Pavilion garden	45.00
TOTAL		£6,314.19

f) Communication and web site – Members expressed difficulty with using web mail and asked the WP to look at only using Outlook.

g) New Clerk Working Party – Mr Wright welcomed Mrs Sue Hawker to the meeting and noted she would take up her appointment on 1st November 2018.

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

i) Memorial Hall – Mrs Barrett reported that the New Homes Bonus application had been successful. Members noted the requirements of the agreement to pay £7000 to the Trustees and the conditions of the grant. On a proposal by Mrs

Barrett seconded by Mr Wright the Clerk was authorised to sign and return the paperwork to CDC.

j) Twinning – No items to report

k) East Head/CIAG/Flood Mapping/West Manhood Drainage Group – No items to report

l) Emergency Planning – Mr Lewis agreed to chase up the final copy of the updated plan.

m) Parish Church – No items

n) Peninsula Forum – Cllr Barrett asked Members to make every effort to attend the next meeting to be held in West Wittering on 3rd December 2018.

56. CORRESPONDENCE –

- i) Request for temporary access – Members agreed to access for a resident of Three Pines to repair his rear garden wall.

57. OTHER ITEMS FOR DISCUSSION – Agreed that the Sportsfield WP would review the Tennis Court operation. Mr Hutton referred to the proposed Christmas tree for the Village Green. On a proposal by Mr Hutton and seconded by Mr Lewis it was agreed to purchase and erect the tree with the kind donation for power for the lights being provided by Mr and Mrs Barrett.

58. OPEN FORUM – Mr Bird reported that the 30mph sign in Elms Lane was broken. Mr Mills raised the issue of overhanging trees in Locksash Close. The Parish Council considered funding some sort of joint project but this was deemed unfeasible so it was agreed to continue to lobby WSCC. The press and the public then left the meeting.

59. PURCHASE OF ADDITIONAL LAND – Members noted that the draft contracts had been received. Mr Hutton reported that there was possibly a shared responsibility for the access road but that this was being investigated. On a proposal by Mr Wright, seconded by Mr Lewis Members agreed to proceed.

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 4th October 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

