



WEST WITTERING PARISH COUNCIL

Minutes of the Full Council Meeting held at The Pavilion on Thursday 4th June 2026

[Local Government Act 1972, Sch 12, para 15]

Councillors Present: Cllr N Pike (Chair), Cllr L Handford, Cllr A Hickman, Cllr B Hutton. Cllr H Patel and Cllr B Wright

Officers: Celia Price (Locum Clerk)

In attendance: Cllr I Mayne (WSCC), Cllr Iain Ballantyne and Cllr Elizabeth Hamilton (CDC)

Members of the public: 11

016/26 Apologies for Absence

Apologies were received from Cllr I Western.

017/26 Co-Option of Councillor

Members considered [applications](#) received for the current councillor vacancy. Cllr Hutton proposed the co-option of Jim Lines and was seconded by Cllr Patel.

It was **RESOLVED** to co-opt Jim Lines who signed the declaration of acceptance of office and joined the meeting.

018/26 Declarations of Interest

The Chair reminded members that existing declarations of interest stand in accordance with the Localism Act 2011.

Cllr Hickman advised of a pecuniary interest in item 025.

019/26 General Power of Competence

Members considered the criteria for eligibility to exercise the General Power of Competence in accordance with section 1 of the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 namely that:

- The number of elected councillors exceeds two thirds of the total number of councillors; and
- The Clerk to the Council holds a qualification that meets the statutory requirements.

Following review, Cllr Pike proposed, Cllr Patel seconded that the council adopt the General Power of Competence.

It was **RESOLVED** that the General Power of Competence be adopted with immediate effect, as the qualifying criteria had been met.

020/26

County and District Councillor Reports

West Sussex County Councillor Report

Cllr Mayne reported that:

- WSCC is under no overall control following the May 2026 elections, with an Alliance administration in place.
- The Government's consultation on proposals for devolution and local government reorganisation closes on 15th June, and the various options were outlined.
- A highways meeting had taken place earlier that day involving the Parish Council, WSCC and the West Wittering Estate to discuss the issues raised.

The Chair invited questions from residents, including comments regarding local government reorganisation, which were discussed further.

Chichester District Council Report

Cllr Hamilton reported that

- The local government reorganisation consultation is live, highlighting the revised proposals put forward by the government and encouraged residents to respond. She also expressed the view that Chichester's finances should remain within the local community.
- A new sustainability support grant is due to launch on 17 June for small businesses, offering up to £7,500 subject to match funding.

Cllr Ballantyne added that

- Additional grants were available for environmental improvements, subject to eligibility criteria including council tax banding or household income below £50,000.
- The dog control consultation closes on 5 June 2026. It was further noted that the Harbour Conservancy is seeking tighter dog controls during the ground-nesting bird season.
- CDC have approved budget provision for two new planning enforcement officers and one additional officer in planning policy to improve capacity.
- The Chichester District Plan had been adopted last year, but the Government had requested amendments which are currently being addressed

The Chair advised that a highways meeting had taken place that afternoon and requested continued support from the district councillors in relation to the Community Highways Scheme deadline of 31st July. Support was also sought regarding another planning enforcement complaint concerning the Church Road development, regarding landscaping.

021/26

Public Session and Questions

Residents raised concerns regarding parking at Locksash Close and the associated road safety issues.

Further concerns were raised regarding parking at Howard Avenue and at the junction with Joliffe Road, including vehicles parking in the bus stop and cycle lane.

The Chair acknowledged the concerns raised and advised that parking enforcement arrangements were limited, noting that the £35 penalty charge is set nationally. Reference was made to a trial in Bournemouth which could result in higher penalty charges.

The Council noted the concerns and confirmed its wish to continue pursuing any available options within its powers.

Residents also highlighted the matter of the speeding on Piggery Hall Lane. It was noted that the Council is working with WSCC to obtain a TRO to reduce the speed limit and will keep the residents informed.

022/26 Minutes of the Parish Council meeting held on 14 May 2026

It was **RESOLVED** to approve the minutes of the Parish Council meeting held on 14 May 2026 as a true and accurate record.

Cllr Mayne left the meeting.

023/26 Updates and Information Items

To receive the following reports and agree recommendations:

i. Chair's Report

The Chair reported that

- Beach traffic had affected most areas and noted that the absence of stop/go traffic management had exasperated the issue. Residents were assured that West Wittering Estate had been contacted regarding the lack of available staff.
- An update was also provided on sewerage issues, including overnight tanker activity to clean drains and sewerage discharge at Bracklesham Bay. It was further noted that one of the West Wittering Estate Blue Flag notices appeared to refer to Apuldram, approximately 7.5 miles away, as the closest point for overflow and this needs to be confirmed
- The Community Land Trust project is progressing with funding opportunities for additional affordable housing are being explored.
- Siddlesham Parish Council have requested advice regarding the Neighbourhood Plan which will be facilitated.
- The roof on the public toilets had been completed, and the solar panels installed although they are not yet connected.
- Members were reminded of the wildlife event at the Church on 13 June.

It was noted that the Clerk had responded to the CDC Dog Consultation on behalf of the Council.

ii. Working Group Updates (if any)

None

iii. Any other outside Body Representative Reports

None

iv. Annual Parish Meeting Report

The Chair provided an update following the APM, which was a huge success and very well attended.

024/26 Committee Minutes

It was **RESOLVED** to receive and note the [minutes of the Planning Committee meeting held on 27 May 2026](#).

025/26 Finance

- i. To receive and agree the [payment list up to 4th June 2026](#)
The Clerk advised that the Surrey Hills invoice had now been received. In addition, an invoice for £7,000 had been received for the refurbishment of the toilet roof, which had previously been approved at the February meeting, minute reference 162/26

Members were advised of the training course, “Managing Charitable Trusts: A Guide for Local Councils”, to be held on Thursday 25 June 2026 from 10:30am to 12:00pm at a cost of £45 per person.

It was **RESOLVED** to approve all payments with the exception of the Parish Online account and the Zoom account, which were no longer required. The total value of payments approved is £121,816.08

- ii. To review and agree updated Financial Regulations ([Report](#) / [Policy v2](#))
The Financial Regulations were reviewed and updates discussed.

It was **RESOLVED** to adopt the updated Financial Regulations.

- iii. To receive and note an update regarding Scribe (accounting software)

The Clerk reported that progress was being made and a new coding structure finalised which will make reporting more meaningful. Work is currently on hold whilst preparation for the audit takes place but expected to resume as soon as possible.

026/26 Mail Parcel Locker

A [proposal to host a Royal Mail Parcel Locker at the Pavilion](#) was reviewed and discussed.

It was **RESOLVED** to support the proposal in principle and to agree the siting of the Royal Mail Parcel Locker on the side of the Pavilion building granting the Clerk delegated authority to facilitate the project.

027/26 Joliffe Road Food Vendor

Members considered a request for a seasonal pitch for a food vendor at Joliffe Road. Various considerations were discussed and whilst agreeing in principle, members concluded that due to time constraints and a number of considerations yet to be explored that there is not enough information to make an informed decision.

It was **RESOLVED** not to grant a seasonal pitch for the current season and to delegate officers to carry out further research.

028/26 Roads and Highways

Members discussed correspondence from Pieter Montyn requesting support for his campaign regarding the A27. The letter criticised the removal of funding for

A27 upgrades at Chichester, arguing that decades of flawed decision-making and political intervention have prevented viable solutions from progressing. He highlights repeated dismissal of northern route options despite public support and an inspector's recommendation, calling the situation detrimental to the public and local economy.

It was **RESOLVED** to write a letter of support to Jess Browne-Fuller MP

District Councillors left the meeting.

029/26 Tennis Courts Lighting Update

It was reported that a number of technical issues had arisen in connection with the previously agreed installation of the floodlights which need to be addressed. A formal amendment also needs to be appended to the agreement with the tennis club

It was **RESOLVED** to delegate authority to the Clerk, in consultation with the Chair, to progress the matter.

030/26 Items for Information or Future Agenda Items

None

031/26 Date of Next Meeting

The next Parish Council meeting will be held on 25 June 2026.

The following meeting is currently scheduled for 2 July 2026; however, the Clerk proposed that it be rescheduled to 23 July 2026 due to the proximity to the meeting on 25th June. All agreed.

There being no further business, the meeting closed at 8:50pm.