

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

held on Thursday 1st August 2019, 7pm, in the Sports Pavilion,
Rookwood Road, West Wittering, P020 8LT

PRESENT: MR R HUTTON (CHAIRMAN) MRS J BARRETT (VICE CHAIRMAN), MR K MARTIN, MRS B WRIGHT, MRS N PIKE, MR B BUCKLAND, MR P CLEMENTSON

MR P MONTYN, MRS E HAMILTON, MRS TAYLOR AND MR G BARRETT WERE ALSO PRESENT PLUS 4 MEMBERS OF THE PUBLIC.

- 27/19. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT** - Mr H Patel gave his apologies. Mr Lewes has been granted a leave of absence. Mr Hutton declared an interest in the additional item to be added to the agenda item 6 (e) on the medical centre grant application previously circulated.
- 28/19. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE)** – Allotments – proposal from East Wittering and Bracklesham Parish Council.
- 29/19. PLANNING -**

a) Noted the decisions of the Council were as follows: -

List No	Reference	Application details
27/19	WW/19/01660/DOM - Case Officer: James Gellini	Mr C Cartwright, 7 Russell Road West Wittering PO20 8EF Erection of conservatory to rear of property. NO OBJECTION
28/19	WW/19/01622/FUL - Case Officer: Maria Tomlinson	Mr Les Higgins, Surbitonia 45 Howard Avenue West Wittering PO20 8EX Demolition of an existing bungalow with a garage and erection of 2 no. replacement two storey dwellings with separate access and parking. OBJECTION -on the grounds that it is contrary to the VDS and is an overdevelopment of the site having a cumulative effect on the character of the area.
29/19	WW/19/01753/PNO - Case Officer: James Gellini	Mr Andrew Gentle, Hale Farm Cottage Chichester Road West Wittering Chichester To be used for the storage, grain and farm machinery. PERMITTED DEVELOPMENT
	WW/19/01757/DOM - Case Officer: William Price	Mr D Phillips, 22 Cakeham Way West Wittering PO20 8EQ 'Alterations and additions to fenestration of garage and erection of shed. NO OBJECTION - subject to use only as ancillary to the main building.

b) **DOLPHINS WW/02708 UPDATE** – A meeting has been arranged between the Parish Council (WWPC), Chichester District Council (CDC) and the Chichester Harbour Conservancy (CHC) in order to discuss matters of concern to all parties. Cllr Barret will be observing due to his role as a District Councillor on the Planning Committee.

c) **PLANNING COMMITTEE** – It was agreed to defer this item until the Terms of Reference and revised Standing Orders were available at the next meeting.

30/19. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal by Cllr Pike and seconded by Cllr Buckland, the Minutes of the meeting held on 1st August 2019 were approved. **MATTERS ARISING** – The Open Spaces working party met as agreed in order to consider the best approach to managing the land behind the Public Conveniences and also to improving the appearance of the Public Conveniences. It was felt that a balanced approach to the biodiversity of the area was preferable where appropriate wildflowers could be seeded once the land had been made ready but also nettles and brambles could also be present as these too are important for wildlife. Cllr Martin enquired about the protected species in the area and this was not known at the time but subsequent to the meeting the Manhood Wildlife and Heritage Group (MWHG) have been engaged in the discussions and will be meeting the working party on site in early September. All agreed that a balance was required. The project is subject to a successful bid to the New Homes Bonus fund held by CDC and an application was submitted on July 29th. There is time to develop the project as CDC do not decide on the bid until October. It would also be a benefit to the residents to have another seat facing the flower meadow and also to investigate the supply of electricity to the Village Green to ensure the Christmas Tree lights and other events have a permanent electricity supply.

31/19. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS -

Mr Montyn reported that he had spoken with the Cabinet Member for waste and also the officers responsible for waste at West Sussex County Council (WSCC). Mr Steve Read will be in touch in order to arrange a time where the options for the future can be discussed with this and neighbouring Parishes. Mr Montyn stressed that this was not a fait accompli but a genuine attempt to consider all appropriate options via the raising of the precept. The County Council would still do the work. The mobile waste sites are not a statutory obligation for the County Council but they are keen to consider other options than closure by working in partnership.

Cllr G Barrett reported that there was no CDC members bulletin in August. Cllr Barrett also reported that, further to Mr Montyn's update, he had visited the local waste site where 170 customers and vehicles visited in an hour and a half. He was pleased that Parishes will be working together on this topic. Cllr Barrett also confirmed that he had circulated the latest Footpath Status Summary which was up to date as of the middle of 2018. The Clerk confirmed that this had been received and a copy was available in the office.

Cllr Taylor informed the Parish Council of a campaign at CDC against fly tipping. Residents are now responsible, under a duty of care, for where and how their waste is disposed and there will be an audit trail. Posters and leaflets have been produced explaining this and will be displayed on the notice boards.

Cllr Hamilton informed the Parish Council that CDC were waiting to hear the results of the consultation on the Local Plan. There has been some concern about how long this has taken but many comments were made which is positive and is evidence of thorough consultation.

32/19. Finance

a) **Annual Risk Assessment 2018/19** – The Clerk presented the paper previously circulated and explained the approach for the management of risk for the Parish Council.

Cllr Martin congratulated the Clerk on bringing this document together and confirmed that the Finance Working Party would be reviewing the register at its meetings throughout the year. On a proposal by Cllr Martin and seconded by Cllr Wright the risk assessment for 2028/19 was approved.

- b) **Payments for approval for July 2019** – on a proposal by Cllr Martin and seconded by Cllr Wright the payments for July 2019 to the value of £7197.13, attached as Appendix A, were approved.
- c) **Budget Monitor** – on a proposal by Cllr Martin and seconded by Cllr Wright the Budget Monitor for July 2019 was approved.
- d) **West Wittering Croquet Club** – The Chairman reported that, as landowners of the Croquet lawns, the Parish Council is required to authorise any contracts of work affecting the land. The Parish Council is aware of the infestation of Cock chafer beetles and the effect that this has had on the croquet lawn. Councillors have been kept up to date with the situation and formally approved the contract for the rectifications of the croquet lawns.
- e) **Request for funding** – The 1st Birdham & Witterings Scout Group have requested help with the funding for the repairs to their flat roof which has now become urgent. On a proposal by Cllr Martin and seconded by Cllr Buckland it was agreed to fund £250.00 towards the costs of this repair using its powers under S137 of the Local Government Act 1972 on the basis that any organisation awarded a grant provided either services to a significant proportion of the electorate or a project benefitting a significant proportion of the Parish. Similarly, using the same powers, on a proposal by Cllr Buckland and seconded by Cllr Martin it was agreed to fund £250.00 towards the Witterings Medical Centre to help towards the costs of providing a new initiative aimed at creating community-based provision for those suffering from dementia and their carers.
- f) **Allotments** – a request has been received from East Wittering and Bracklesham Parish Council to formalise the current arrangement whereby allotments are let to residents of East Wittering and Bracklesham and a donation is given to the Parish Council or the Allotment Association. The requirement to formalise this has originated from their Auditor and it was agreed that this arrangement would be more transparent without changing what happens in practice. The proposal is for West Wittering Parish Council to provide a minimum of ten allotments to East Wittering and Bracklesham residents in exchange for £250.00 annual payment for three years. On a proposal by Cllr Clementson and seconded by Cllr Wright the request was approved. Further information on the Allotments would also come to a future meeting once the Clerk has reviewed the current process. The Members praised the Chairman of the Allotment Association and its Members for their hard work in maintaining this facility on behalf of the Parish Council.

33/19. Open Forum – Cllr Martin raised a concern about the correspondence to households regarding the Elms Lane Neighbour website/blog. Very little seemed to be known about the set up. The Clerk agreed to make enquiries. Cllr Barret raised the issue of Brambles at the bus stop that were growing fast again and needed cutting at the base.

A resident, Mrs Sue Milnes, raised the issue of the possible loss of the mobile waste transfer station. She reported that residents were most concerned and handed a petition with 350 signatures to Cllr Montyn. She also asked that the Parish Council give consideration to assisting with the funding in the future in order to maintain the service. Cllr Montyn stressed that this was not a *fait accompli* but that it takes time to sort these things out and to be prepared in time for budget setting if required. Mrs Milnes also requested a standing item on the Agenda on

transport issues. Councillors confirmed that traffic issues were often raised and therefore did not require a standard item, but issues were included on the agenda when required.

There being no further business for discussion the meeting closed at 8.52 pm

Signed:

Chairman

Date:

The next meeting of the Parish Council will be held on Thursday 5th September 2019, 7pm, in the West Wittering Sports Pavilion, Rookwood Rd, 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 WEB SITE: www.westwitteringparishcouncil.gov.uk