

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

held on Thursday 5th December 2019, 7pm, in the Sports Pavilion,
Rookwood Road, West Wittering, P020 8LT

**PRESENT: MRS J BARRETT (CHAIRMAN) MR K MARTIN, MRS N PIKE, MR B
BUCKLAND AND MRS B WRIGHT.**

**MR G BARRETT AND MR P MONTYN WERE ALSO PRESENT PLUS 9 MEMBERS OF
THE PUBLIC.**

- 65/19. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT** – Mr B Hutton and Mr H Patel gave their apologies. Mr Ray Lewes has a leave of absence. Mr P Clementson has resigned from the position of Parish Councillor. Mrs E Hamilton and Mrs S Taylor also gave their apologies. There were no declarations of interest under the Code of Conduct.
- 66/19. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE)** – There were two urgent items for this evening's meeting. The Chairman informed the Parish Council that the Police Community Support Officer (PCSO) covering West Wittering was able to attend the meeting this evening to introduce himself and would be speaking first. The other urgent item concerned the Christmas tree lights and this was discussed under Finance. 71/19 (e).
- 67/19 PCSO** Lukasz Kowalski introduced himself to the Committee and to members of the audience and explained his role and the area that he covers. He explained the background to the re-introduction of PCSO roles following the precept increase initiated by the Police and Crime Commissioner and was hopeful that more officers may be appointed by the summer. Due to the nature of the work and the geographical area covered Lukasz could not guarantee to be available at all times but would make every effort to visit and be visible. The Chairman asked if he might call in on the Old House at Home pub as there have been some recent disturbances there and it would be good for the staff to meet him. The PCSO did not commit to do this. Lukasz outlined the different ways in which concerns can be reported. A small question and answer session ensued, and a variety of topics covered including cycle paths and cyclists using the pavement. With regard to this matter his advice was for the public to report incidents online and if needed he would be on site within 45 minutes. He agreed that visits to the local schools would be within this role. However, the role as he understood it differed from that detailed in the document supplied to the Parish Council insofar as he intimated that little time would be spent walking the local area as other duties will take him outside the local area. Lukasz left the Parish Council with some booklets on scams and rogue traders and these will be available in the office. It was felt that this was a useful visit that should be repeated in the future.
- 68/19 CONFIRMATION OF MINUTES AND MATTERS ARISING** – Cllr Martin requested that a note be added to 63/19 that subsequent to the meeting Cllr G Barrett requested an enforcement enquiry be placed on the property in Chichester Road on the land behind Linden House. On a proposal from Cllr Pike and seconded by Cllr Buckland the minutes of the meeting held on Thursday November 7th, 2019 were approved.

69/19. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Mr Montyn reported

That the B roads through West and East Wittering will be salted and gritted as the previous document omitted these roads.

Mobile Waste Site consultation is underway until Friday 13 December 2019 and up to now 1300 responses received.

Cycling on pavement issue, Cllr Montyn agreed to look into the local signage.

Cllr Barrett reported that the members Bulletin had been circulated to all Councillors. At a meeting of the CDC Cabinet it was agreed a fibre Gigabyte network will be developed over the next few years to provide a highspeed interface between all local authorities which will aid communications greatly between local authorities and residents, businesses, visitors and public services-

Cllr Barrett raised at the Council meeting a point about issues relating to the lack of infrastructure improvements even though the District has already delivered over 3000 new homes during the Adopted Plan Period. Also highlighted the fact that over the past 3 years traffic on the Western Peninsula has risen by around 15%.

Further points he raised at Council were:

1. Why did the Peter Brett study not include the Northern by-pass option, as preferred by WSCC and CDC, this would have provided a balanced view. – **Response** -The Northern Option is not being considered for the emerging Local Plan.
2. If the A27 southern option is adopted when will it start and how many years will it take to complete the work – **Response** - No answer was given.

At the Planning Committee meeting the WSCC Guidance on Parking at New Developments was discussed. The document addresses the number of parking space by household size and location in the District.

The Chairman opened the meeting for members of the public to question their County and District Councillors

- 70/19** The Clerk explained that there were two planning applications on the agenda for this meeting due to a technical problem with Microsoft that impacted the District and Parish Councils and prevented the distribution of these applications in time for inclusion on the Planning Committee agenda. On a proposal by Cllr Martin and seconded by Cllr Pike the recommendations made at the Planning Committee for these two applications were ratified. Cllr Martin also requested that due to the length of time before the next Planning Committee could the tree application on this week's list be approved as it is quite straightforward, and could an extension be sought for the other application. This was agreed.

71/19. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

(a) **Allotments** – Nothing to report

(b) **Footpaths, open spaces and village green** –Cllr G Barrett has completed the review of the footpaths and the Clerk has the current status chart if the office. Cllr Martin requested that Dr Austin from the Chichester Harbour Conservancy be given more information about the potholes on Salterns Way. Cllr Buckland will take this forward.

- (c) **Sportsfield management and Millenium Meadow** Cllr Buckland reported that there were some problems at the top of the field and that this would be brought back to a future meeting.
- (d) **Snowhill** – Cllr Martin asked if a request had been received for a memorial bench at Snowhill and the Clerk confirmed that the request had been received and would be brought to the January meeting.
- (e) **Finance** – The urgent item regarding the provision of electricity on the Village Green for Christmas lights, and lights at other times of the year if required, was discussed. It was decided that the Clerk would do further research and the decision to proceed or otherwise be delegated to the Chairman. Subsequent to the meeting the Chairman decided to acquire further quotations as required in the Parish Council’s financial regulations.
- i) On a proposal by Cllr Martin and seconded by Cllr Wright payments to the value of £4734.56 were approved.

ii)The Budget Monitor for November was received.

iii)The Clerk introduced the S137 grant applications and the chart below outlines the outcome of the discussion. Due to further information being required both the School and First Responders will come back to a future meeting having discussed with the Clerk what was required. On a proposal by Cllr Martin and seconded by Cllr Wright the Parish Council agreed the following grants using its powers under S137 of the Local Government Act 1972 on the basis that anyone awarded a grant provide either services to a significant proportion of the electorate or a project benefitting a significant proportion of the Parish,

Organisation	Purpose	Amount if given or donation	Council decision
4 Sight	Contribution towards costs	£300.00 to serve 6 people or donation towards this..	£215
Homestart	Contribution towards the cost of supporting families	£1200.00 per family, any contribution would be gratefully received.	£215
MMVS	Contribution towards costs.	Donation	£215
Parish Church of St Peter and St Paul	£1100.00 contribution towards the maintenance of the burial grounds and £400.00 towards the cost of tree work in the interest of public safety	£1100.00 £400.00	£1,500
West Wittering Parochial Church of England school	Second part of the grant towards the reading project – Accelerated Reader	£1250.00	Deferred to future meeting.
Witterings Community Minibus	Contribution towards costs	Donation	£215
Witterings First	Contribution towards	Donation	Deferred to future

Responders	running costs		meeting.
Witterings Association	Twinning Contribution towards costs of events and visits particularly the 20 th anniversary of the Twinning Charter.	Donation	£215

iv) A quotation was received for the installation of a Hearing Loop system in the Pavilion. Due to the cost involved and a query about the microphone, two other quotes will be requested and further information about the microphone used sought.

- (f) **Communications and Website** – Cllr Martin gave a verbal update on the recent meeting of the Communications and Website Working Party, in particular the plans to improve the Website and also the plans to produce a newsletter. If Councillors have any items that they would like to be included in this newsletter the copy should be sent to Cllr Martin as soon as possible as he would like to bring the proof copy to the January meeting. Cllr Patel and the Clerk have been liaising with Website Success about having a training workshop at the Pavilion on the website and the Clerk will now arrange this as enough Councillors are interested.
- (g) **Neighbourhood Plan** – The Clerk will circulate the policy changes received by the consultants following a meeting on 27/11/19. Councillors were asked to let the Clerk have their comments by Thursday December 12th, 2019.
- (h) **Parish Assets/Footway lighting** – No items to report.
- (i) **Memorial Hall** – Unfortunately a West Wittering School child was injured during a Nativity Play rehearsal at the hall. This is being dealt with by the Chairman of the Memorial Hall.
- (j) **Twinning Association** – 20th anniversary visit scheduled for September 2020 with celebration in Moutiers on the 25th September. Next meeting of committee to be held on 7th January 2020.
- (k) **East Head/CIAG/Manhood Drainage Group** – Cllr Martin reported on a recent meeting of ECHIAG and reported that the group were concerned about the amount of changes that have taken place at East Head in recent months. Work continues by all of the partners involved in this very important landmark. Cllr Martin requested that the two items in Agenda item k be separated. This will be actioned at the next meeting.
- (l) **Parish Church** – Cllr Martin has met with the Rector. Cllr Buckland requested an update on the position regarding the headstone of Malcolm Davies and the clerk confirmed that Me Clementson has passed on the quote and this would be actioned shortly.
- (m) **Peninsula forum** – Cllr Martin offered the Pavilion as the venue for the next peninsula Forum meeting which would take place on 2nd March 2020. This was agreed.

72/19. CORRESPONDENCE – The Clerk had received a request from East Wittering Parish Council to consider the joint purchase of a Speed Indicator Device (SID) which could be shared between Parishes. Councillors requested further details, and this will return to a future meeting.

73/19. Open Forum Tree planting will be on the agenda of a future meeting. The consultation on Waste Services ends next Friday. The issue of car parking in Lockash Close was raised. Cllr Martin reported that the more photographic evidence that can be acquired is helpful to the parish Council in making a case to West Sussex County Council Highways department. The concerning situation at East Head was also discussed.

There being no further business for discussion the meeting closed at 9.07 pm

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday 9th January 2020, 7pm, in the West Wittering Sports Pavilion, Rookwood Rd, West Wittering.

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