

WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

held on Thursday 3rd October 2019, 7pm, in the Sports Pavilion,
Rookwood Road, West Wittering, P020 8LT

PRESENT: MR R HUTTON (CHAIRMAN), MR K MARTIN, MRS B WRIGHT, MR PATEL, MR B BUCKLAND AND MR P CLEMENTSON.

CLLR E HAMILTON WAS ALSO PRESENT PLUS 9 MEMBERS OF THE PUBLIC.

43/19. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT – Mrs J Barret and Mrs N Pike gave their apologies. Mr Lewes has been granted a leave of absence. Mr Montyn and Cllr G Barrett also sent his apologies. There were no declarations of interest under the Code of Conduct.

44/19. OTHER ITEMS FOR DISCUSSION (NOT ON THE AGENDA BUT CONSIDERED BY THE CHAIRMAN TO BE OF AN URGENT NATURE) – None.

45/19- PLANNING -.The Minutes of the Planning committee held on Wednesday September 25th were received and the draft Terms of Reference were approved.

46/19. CONFIRMATION OF MINUTES AND MATTERS ARISING – On a proposal from Cllr Buckland and seconded by Cllr Wright the minutes of the meeting held on Thursday September 5th 2019 were approved.

47/19. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – The Chairman received a request to open the meeting for public questions following the update from District Councillors and the County Councillor. This was approved and a question was asked concerning Education which has subsequently been passed onto Mr Montyn.

Cllr Hamilton gave an update on the Local Plan in particular the impact of extra housing on the transport and infrastructure system. Some modelling has taken place which describes the impact of various scenarios around the Stockbridge link road. The local MP, Mrs Gillian Keegan is closely involved in looking at options, including the northern option for the A27 and the Government has released more funding for transport issues.

48/19 The Parish Council received a report from the Clerk and the Chairman of the Allotment Association, Mr Nigel Melton on the on the current and future arrangements for managing the Allotments in West Wittering. A request had been received from East Wittering Parish Council to have a more formal agreement regarding the allocation of Allotments to East Wittering residents. Councillors felt that the evidence in the report confirmed that East Wittering residents do have access to the Allotments and that a Memorandum of Understanding may be all that is required. The Parish Council delegated the task of developing this idea to the Clerks of both West and East Wittering Parish Councils who will take this forward alongside the Allotment Association.

49/19. Cllr Martin reported on the recent meeting between local Councils and West Sussex County Council (WSCC) regarding the future of the Mobile Waste Recycling sites in Witterings and Selsey and gave some background to the current situation. WSCC has identified potential savings in order to balance their budget and the mobile waste site was one such option. Mr Montyn had raised this early with local Councils in order to allow for time to prepare other models of service provision funded locally. All local Councils need to agree to take part or the options for continuing the service is not viable. A small increase in the precept is the most

obvious source of funding and this would work out at about £5.00 per annum per household. Cllr Martin requested guidance from Councillors on the view of the Parish Council. Although there are many unknowns at this stage there was a general feeling from Councillors and members of the public that the service should be maintained. The increase in car usage and fly tipping could be just two of the consequences of closure. Cllr Patel suggested that there could also be opportunities in the future for a different type of model and there are successful examples elsewhere of more community involvement in waste management.

50/19. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

- (a) **Allotments** – See above.
- (b) **Footpaths, open spaces and village green** – Cllr Hutton reported that the Parish Council had been successful in its bid for a New Homes Bonus grant and the Clerk circulated the terms and conditions for the use of the grant money. On a proposal by Cllr Martin and seconded by Cllr Buckland, the Parish Council agreed to abide by the terms and conditions of the new Homes Bonus grant from Chichester District Council. The working party will continue to work with the Manhood Heritage and Wildlife group on this project. The Parish Council resolved to discuss an item involving legal advice in closed session at the end of the meeting.
- (c) **Sportsfield management and Millenium Meadow** – Cllr Hutton reported that the seeds on the croquet lawn had now germinated and all involved seemed satisfied with the work carried out.
- (d) **Snowhill** – The gatepost has now been replaced and Cllr Martin was impressed with the quality of the work. The tree, mentioned by Mr Taylor at the last meeting, has also been dealt with.
- (e) **Finance** – On a proposal by Cllr Martin and seconded by Cllr Wright, payments attached to the value of £22,911.04 and the Budget Monitor for August were approved. The Clerk reported that the Parish Council had just received a clean audit for 2018/19 from the external auditors Moore Stephens (now known as Moore)
- (f) **Communications and Website** – The next meeting of the Communication and Website Working Party will take place on November 8th at 10.30am in The Pavilion. The Clerk will circulate a draft agenda.
- (g) **Neighbourhood Plan** – Mrs Joanne Brown presented an update on behalf of the Steering Group for the Neighbourhood Plan which had recently met. The purpose of the update was to present the latest pre submission draft to Councillors and receive comments to feed back to the Steering Group. Cllr Martin raised a concern about Policy WW2 where it states that development within the green gap will only be permitted if it does not detract from the space between East and West. The phrase ‘only be permitted if’ is a worry and Cllr Martin requested that the Steering Group find substitute laws and regulations for the protection of the green gaps.
- (h) **Parish Assets/Footway lighting** – No items to report.
- (i) **Memorial Hall** – A planning application for the management of some trees will be coming to a future Planning Committee meeting.
- (j) **Twinning Association** – There is to be a wine, cheese, charcuterie & chocolate evening at the West Wittering Cricket Club on October 26th and all are welcome. Tickets cost £20.00 each. Subsequent to this meeting the event has been cancelled.

- (k) **East Head/CIAG/Manhood Drainage Group** – No items to report at this meeting but an update will be on the agenda of the next meeting.
- (l) **Parish Church** – Cllr Martin has made contact with the Vicar and a meeting is being arranged.
- (m) **Peninsula forum** – This will no longer be administered by Chichester District Council (CDC) but Parishes are free to organise the meetings and CDC will support them with speakers and information. Cllr Martin suggested that a good topic for a first meeting would be how the various Penninsula meetings all fit together and how to they fit in with other meetings of a similar nature.

51/19. CORRESPONDENCE – The Chairman reported on an invitation from East Wittering and Bracklesham Parish Council to form a joint Speedwatch group. This was approved and anyone interested in joining the group should contact the Clerk. The Clerk also reported on an opportunity to work together with East Wittering and Bracklesham Parish Council on activities to celebrate VE Day in May 2020. This also was approved. An email was received from a resident of Elms lane expressing concern about the impact of the parking restrictions. The Chairman reported that a quarterly meeting with the Highways officer for the area is to be arranged and all issues for the parish ill be raised at that meeting. The parish will also keep west Wittering Estates informed of any feedback that the Parish receives.

52/19. Open Forum - Cllr Martin reported that the footpath sign at the end of Ellanore lane needs repairing. Cllr Buckland reported that the fence on the cycle path on Cakeham Road also needs some attention. Cllr Patel asked Councillors and residents to be aware of some burglary from local shops and to be vigilant. Mr Vickers thanked the Parish Council for the work carried out on the drains in Elms lane as this was much appreciated and he also reported that the thirty mile an hour sign in Elms lane has faded. A discussion was held about the usefulness of the website and how we could use it more to communicate with residents. A newsletter would also be useful. The chairman confirmed that there was about to be a meeting of the Communications and Website working party where these topics would be discussed and reported back to the full parish Council. Two residents of Piggery Hall Lane raised the issue of how difficult the congestion in traffic had been in the summer during the times when the temporary Traffic Regulation Order (TRO) has been in place. This will also be fed back to the Highways officer and it is known from previous such meetings that evidence is key in these matters and this feedback is therefore very useful. The Chairman stated that as it is a temporary TRO, the plan is to get the experience of two summers and then assess the situation.

There being no further business for discussion the meeting closed at 9.00 pm

Signed:
Chairman

Date:

The next meeting of the Parish Council will be held on Thursday 7th November 2019, 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

APPENDIX A – PAYMENTS APPROVED FOR PAYMENT- 3rd October 2019

PAYEE	DETAILS	AMOUNT £
A T Hickman	H&S and maintenance	100.00
Arbtechnic Ltd	Removal of diseased Elm tree and stump	576.00
Castle Water	Water Services - Allotments	14.99
Chichester District Council	Emptying and weekly hire of Waste 1100 litre bin x4	61.00
English Gardens	Pavilion Garden - September	45.00
Eradipest	Quarterly invoice for pest control	360.00
Home Clean Chichester	Weekly cleaning of Pavilion for July, August and September	534.00
IGS Fencing	New Allotment gate Repair to Coastguard lane gate.	1235.09
JNR Computer Services	IT support for September	196.08
Judges	Removal and re-seeding of Croquet lawn.	10254.00
Moore	External audit 18/19	720.00
My Security Systems Ltd	Replace broken CCTV camera to rear of the Pavilion.	354.00
Parish Council administration	Clerk's salary and expenses.	1188.27

SSALC	Books	48.00
SSE	Pavilion and street lighting electricity.	707.63
SWR Garden Services	Village green and play area x2 +extra strim x2. Snowhill hedges and clear rubbish. Brambles on village green. Remove weeds in paths at Pavilion.	520.00
Sussex Estate Care Ltd	Marine Drive open space x1.Cycle path. Marine Drive Trianglex2.Cricket field hedge. Allotment hedge.	3160.80
Viking	Printer ink, paper, filing tabs, stamps.	403.28
DIRECT DEBITS		
British Telecom	Broadband and landline.	67.62
HMRC	Liabilities.	528.98
NEST	Clerk's pension.	113.19
UK Debt Management Office	Public Works Loan.	1586.61
Ramar	HR Services.	10.50
Website Success	Website support.	126.00
TOTAL		22,911.04