



WEST WITTERING PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

Held on Thursday 5 February 2026, at 7pm in the Pavilion, Rookwood Road, West Wittering
[Local Government Act 1972, Sch 12, para 15]

WEST WITTERING PARISH COUNCILLORS PRESENT -

CLLR N PIKE (CHAIR), CLLR L HANDFORD, CLLR A HICKMAN, CLLR B HUTTON, CLLR H PATEL, CLLR I WESTERN, CLLR B WRIGHT, CLLR B BUCKLAND.

IN ATTENDANCE -

CDC COUNCILLORS PRESENT: CLLR E HAMILTON

SUE HAWKER (CLERK), PASHA DELAHUNTY (DEPUTY CLERK) / MEMBERS OF THE PUBLIC: 8

169/26 ACCEPTANCE OF APOLOGIES FOR ABSENCE – Cllr K Martin. Cllr P Montyn (WSCC) and Cllr M Chilton (CDC) sent their apologies.

170/26 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT –

Cllr Hickman declared a pecuniary interest in Agenda Item 12.

171/26 - CONFIRMATION OF MINUTES –

RESOLVED - That the minutes of the previous meeting held on 5 February 2026, were agreed as a true and fair record and were approved by all. They were signed by the Chair.

172/26 – PRESENTATION: SALTMARSH REGENERATION PROJECT – Peter Hughes from Chichester Harbour Conservancy gave a presentation on the saltmarsh regeneration project at Snowhill marsh.

173/26 - REPORTS FROM COUNTY AND DISTRICT COUNCILLORS – Cllr Hamilton shared that as one of the few districts with reserves, there was concern that with Local Government Reform (LGR) those funds would be amalgamated with the new authority so there has been a push to invest in local projects. An update on LGR is expected later this month. Cllr Hamilton also reminded the group about the new food waste rollout, which has unexpected costs of over £1m as government funding has not transpired.

The Chair raised concerns for the development application at Stubcroft Farm which will be determined at the end of March and asked Cllr Hamilton to relay that should CDC be mindful to grant permission, that all the pre-commencement work should be tied to a condition before building can commence and not prior to occupation as was done in Clappers Lane, Earnley which has left a partially finished development unable to progress. Given the Governments recent push for a 20% uplift in housing numbers, the peninsula in general, as well as previously unsuitable sites, may be revisited.

The issue of fly tipping and private waste removal was also raised as a concern given that rubbish from Airbnbs in the village are no longer collected by the Council. This leaves dustbins overflowing for

extended periods and eventually removed privately. Cllr Hamilton was asked to find out what could be done to ensure waste removal was by licenced providers and that rubbish was not left uncollected.

174/26 - PLANNING MINUTES – The Planning Minutes for 25 February 2026 were noted.

175/26 – REVIEW OF THE NEIGHBOURHOOD PLAN – It was **RESOLVED** to form a steering group to oversee the review of the Neighbourhood Plan which is required following the adoption of the Local Plan. Jim Robertson and Hannah Becker have formally indicated they would like to join the group. The Clerk with arrange the meeting.

176/26 – MANHOOD PENINSULA PARTNERSHIP CONSULTATION – No suggested changes were raised, and the Council was happy with the revised terms.

177/26 – COMMUNITY LAND TRUST – The Clerk introduced the report and confirmed that a meeting with CDC's Housing Officer was scheduled for 11th March. While the Council is acting as a facilitator, the CLT would not be a parish function but a community organisation. It was **RESOLVED** to establish a CLT Working Group and to invite the persons listed in the report to form the group.

178/26 – WEST WITTERING CRICKET CLUB FIREWORKS EVENT – The Cricket Club have requested permission to host a fireworks event on Millenium Field in October. Councillors discussed that a similar event had taken place prior to the pandemic where a bonfire was also lit in the corner of the field. Cllr Hutton suggested that the meadow across the road had been used for parking on the night of the event.

Two Councillors declared that they did not like fireworks and concerns were raised about their effect on pets and animals, especially noting the neighbouring horses and the ongoing nuisance of balls. While the Council would like to support the Cricket Club's fundraising efforts and recognised that people might appreciate the event, further details were needed before a decision could be made.

Action Point – The Clerk was asked to contact the Cricket Club to get further details about the event including estimated numbers, traffic management, risks and how they would be mitigated, confirm if a bonfire is planned and find out if they plan to consult with neighbouring residents.

179/26 – S137 GRANT APPLICATION OF YOUTH DREAM – It was **RESOLVED** to grant £300 to Youth Dream. [*Local Government Act 1972, s. 137*]

Action Point – The Clerk will contact the group to advise that the suggestion to add an element of life support training to the course has been made to the previous group leader.

180/26 – TO APPROVE PAYMENTS FOR JANUARY 2026 – Following on from the action point last month, the Clerk updated that the total spent on fencing for the cycle path was around £500. Cllr Hutton advised that ongoing repairs to the fencing would be needed until the new trees were established. Payments of £20,655.08 were **APPROVED** and are listed below as Appendix 1. [*Local Government Act 1972, s. 111*]

181/26 REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES

(1) Environment and Green Spaces –

Sewage and Drainage – The situation in the village is ongoing despite numerous communications to Southern Water. A report on the status of ditches is expected shortly from Jane Reeve. The Clerk advised that if there is a link to a highways issue, a bid to project Watershed might be appropriate. A member of the public raised concerns over blocked road drains on Rookwood Road which the

Clerk confirmed had been passed on to the Highways Department. The Clerk will form a Working Group, which Mr Barratt agreed to join.

Pothole repairs – The potholes on Ellanore Lane around the allotments have been repaired and the Clerk is engaging with the owner of Ellanore Farm who has agreed to share in these costs. It is expected that the entire lane will need be repaved when their building works are complete.

Village Green – The Clerk is waiting to hear from the solicitor, but all the paperwork is with the homeowners.

Tennis club lighting – Update from the club was circulated prior to the meeting. The club is waiting on quotes and will investigate solar power options.

(2) Community Liaison –

Affordable Housing initiative at Church Road – Feedback and response to the publicity of this initiative has been well received in the community. Cllr Western has spoken to and helped people who are not on the register or not properly registered. He has also helped to support two people in more unusual circumstances. The Deputy Clerk was thanked for her work on this publicity.

Stockbridge Road gas mains work – The update scheduled for earlier today was postponed to next week. Cllr Hutton has confirmed that emergency access gates will be manned when the A286 is closed entirely for 7 weeks in October 2026.

(3) Parish Projects –

Replacement playground update – The commencement date has been moved up and will start on Monday.

Solar panels project update – Cllr Hutton confirmed that planning permission is not needed for the solar panels.

(4) Parish Administration –

- (i) The Budget Monitor for February 2026 was received and noted.

(5) Communication and Engagement – Due to publicity rule around the elections, the spring newsletter will be published on 8 May and will include details about the Annual Parish Assembly speaker.

(6) Representation on other bodies – No further comments were made on the reports previously circulated.

(7) OPEN FORUM – The following comments were made:

- Verges on Piggery Hall Lane are collapsing, especially at the curve near the Thatched Tavern. A worker was assessing the road last week and shared with the resident that some of the holes would be too deep to fill in the usual method and would be referred to another department. Mr Hardy agreed to join the Highways Working Group.
- The zebra crossing on the road to West Wittering Estate needs to be reinstated for the safety of children travelling to and from school.

- Cllr Hutton updated that the cycle path trees planting project has been completed. Jane Cunningham and the volunteers were thanked for their hard work. A discussion around the need to make provisions to water the trees in the summer took place. Tree care will need to be confirmed.
- Cllr Hutton shared that doors at the public conveniences have swollen with the wet weather and some are now not functioning and will need to be replaced. Cllr Hickman also advised that the back door to the pavilion is suffering in the same way and will need attention especially as it is an emergency exit. Cllr Hamilton suggested that the council submit a grant to the CDC for public conveniences repairs/roof.

There being no further business for discussion the meeting closed at 8:35pm.

Signed:
Chair

Date:

The next meeting of the Parish Council will be held on Thursday 2 April 2026, at 7pm in The Pavilion, Rookwood Road, 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

Appendix 1 - Payments for approval March 2026**PAYMENTS FOR APPROVAL****MARCH PC MEETING 2026**

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance	100.00
	Litter picking	75.00
Arbtechnic Ltd	Agreed tree works on the village green	1860.00
CDC	Weekly emptying of the 1100 litre bin	84.00
Castle Water	Water supply to the Allotments	61.23
Cloudy IT	SharePoint webinar for clerks	78.00
Elektromos	Replace the touch free flush controller in ladies public conveniences	424.80
English Gardens	Pavilion Garden	55.00
Mr Bob Hutton	Expenses – toilet rolls	13.25
JNR Computer services	IT Support for October	217.20
MJ Rose	Clear blockage in public conveniences	84.00
Barry Napper	Further repairs to posts and rails on the cycle path fence prior to planting of trees.	90.00
PSM Servicing and Line Marking Ltd	Ellanore Lane outside the allotment site	2795.00
	Rookwood Road car park entrance	1430.00
SSE	Electricity supply to the Pavilion	84.58
	Street lighting/furniture various locations	396.03
Scribe Support	Allotment and Accounts packages subscription	124.80
Travis Perkins	Materials for the cycle path fence repairs	13.84
WSCC	Contribution towards the cost of the Mobile Waste Service 2025-26	11415.05
West Sussex Drains	Jet through public conveniences to clear blockages and then sanitise x2	356.40

PAYEE	DESCRIPTON	AMOUNT £
Bank payments		
British Gas	October-January Pavilion	541.45
British Telecom	Broadband services	85.36
Mailchimp	Parish mailing list communications	14.80
RAMAR	Payroll Services	12.98
Website Success	Website support	214.25
Vodafone Ltd	Parish Council mobile	12.47
Zoom	WWPC license	15.59
Total payments		20,655.08