



## **WEST WITTERING PARISH COUNCIL**

### **MINUTES OF THE MEETING OF THE PARISH COUNCIL**

Held on Thursday February 6th, 2025, at 7pm in the Pavilion,  
Rookwood Road, West Wittering.

**WEST WITTERING PARISH COUNCILLORS PRESENT: MRS N PIKE (CHAIR), MR B HUTTON, MR B BUCKLAND, MR K MARTIN, MR I WESTERN AND TWO MEMBERS OF THE PUBLIC.**

**CHICHESTER DISTRICT COUNCIL COUNCILLORS PRESENT: MR I BALLANTYNE**

**WEST SUSSEX COUNTY COUNCIL COUNCILLOR PRESENT: MR P MONTYN.**

**14/25. APOLOGIES FOR ABSENCE** – Mr H Patel, Mr S Debege, Mrs L Handford, Mrs B Wright. Mr M Chilton (CDC) and Mrs E Hamilton (CDC) also gave their apologies.

**DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT** – None given.

The Chair informed the Parish Council of the sad passing of Ray Lewis who served as a Parish Councillor for many years. Ray was a committed and enthusiastic Councillor who worked hard for the village and was instrumental in leading the Neighbourhood Plan over a number of years. He worked tirelessly for the benefit of the village and its residents and was interested in all aspects of the Parish Council's work.

**15/25. CONFIRMATION OF MINUTES AND MATTERS ARISING** – The minutes of the meeting held on January 9<sup>th</sup> 2025 were confirmed as a true and fair record by all.

**16/25. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS** – Cllr Ballantyne reported that CDC have purchased an additional green waste vehicle to supplement their existing stock of vehicles. The cabinet have agreed to set aside £3m worth of funding for three priority areas: -

- a) Activities required on Climate Change following the recent public survey,
- b) The regeneration of the City Centre
- c) Housing, homelessness and rough sleeping.

Cllr Ballantyne also reported that methods for the monitoring of Biodiversity Net Gain were being considered by CDC in response to the new NPPF.

The Chair opened the meeting for questions and asked Cllr Ballantyne about the problems being experienced on the Church Road Dandara development regarding the provision of affordable housing. Cllr Ballantyne confirmed that the registered providers for affordable housing had withdrawn from the development, and it was now necessary to consider alternatives. Cllr Ballantyne shared the Parish Council's concern at this situation and reported that this was a national problem. Most Development Plans will expect developments of over ten dwellings to have to find some form of affordable solution, but many Registered Providers require a minimum of 50 dwellings to make it viable for them.

Cllr Martin stated that this is an important issue for CDC as the Local Planning Authority as the provision of affordable housing is a condition of the development proceeding and if that cannot be achieved then the development should be not proceed either as a condition is failing to be met.

The other issue with this is that even the affordable housing in this area is still unaffordable with rental costs reduced by only 20% from the market rent.

Cllr Montyn reported that West Sussex County Council, East Sussex County Council and Brighton and Hove City Council have all agreed to apply to the Government to be in the first stage of their plans for devolution. All of the leaders have received a letter stating what is required to move forward. There will be a combined Strategic Mayoral Authority covering the whole of Sussex and Brighton and Hove. This would deal with the wider strategic issues and the remainder of the work would be managed via three unitary authorities with a population of more than 1.5 million. This would all be subject to a full public consultation. It is likely that the County Council elections will be postponed and an election for the Mayor would take place in May 2026 and elections for the Unitary Councils in May 2027. Subsequent to the meeting the Government approved Sussex and Brighton and Hove's joint bid to create a Mayoral Combined Authority for Sussex and Brighton. The elections due to take place in May 2025 will be postponed and a full public consultation will take place.

Cllr Montyn also confirmed that WSCC would be approving the budget on February 14<sup>th</sup> with an increase in Council Tax of 4.9%. The total spend for the Council has increased and £180 million has been set aside for Capital projects, roads and schools.

The Chair opened the meeting to members of the public and a resident asked questions concerning the Dandara development and whether delegated authority had been given for further houses on the adjoining fields. It was confirmed that this was not the case and any future development on this site would be subject to future planning applications in the usual way. Concern was raised over the transparency of decision making when the current application was considered at the CDC Planning Committee where there appeared to be confusion over some communications regarding the SFRA and Environment Agency advice. The Clerk agreed to check the records concerning this.

Questions were also asked about the current new Stubcroft Farm applications. It was confirmed that it is common practice for developers to submit applications despite ongoing Appeals and that the planning applications will be considered in the normal way. The developer has been given until October 2025 to submit their response to the SFRA calculations.

**17/25. PLANNING MINUTES** – The minutes of the WWPC Planning Committee held on January 29th, 2024 were noted for approval at the next Planning Committee meeting.

**18/25. TO UPDATE THE PARISH COUNCIL ON OPTIONS FOR THE SPENDING OF \$106 FUNDS ALLOCATED TO COMMUNITY FACILITIES IN WEST WITTERING FROM THE SANDPIPER WALK DEVELOPMENT.** – The Chair updated the Parish Council on the latest situation. The Catholic Diocese were unable to confirm the future funding for the improvements to the Church Hall at St Perer's Church but were most grateful to the Parish Council for their offer of help with the project. It was then **AGREED** to use the funds to improve the toilet facilities and associated roofing issues at the Memorial Hall and to investigate the costs of having solar panels on The Pavilion and the Public Conveniences in Pound Road. it may also be possible to improve the Audio Visual facilities at The Memorial Hall. These projects will be deliverable withing the tight timescale.

**19/25. TO DISCUSS AND AGREE THE WWPC RESPONSE TO THE WSCC ROAD SAFETY STRATEDGY** – It was **AGREED** to submit the response prepared by Cllr Martin which had been previously circulated to Councillors. Councillors were particularly supportive of Cllr Martin's comments on better use being made of the technology available in vehicles to monitor poor behaviour and speeds.

**20/25. TO DISCUSS AND AGREE A RESPONSE TO CDC ON THE FUTURE OF THE TELEPHONE BOX IN POUND ROAD AND WHETHER THE PARISH COUNCIL WOULD BE INTERESTED IN ADOPTING THE TELEPHONE BOX FOR £1** – It was **RESOLVED** that WWPC would adopt the Telephone Box in Pound Road and would like to use it as a Library.

**21/25. REPORTS AND RECOMMENDATIONS FROM WORKING PARTIES**

- (1) Environment and Green Spaces** – Jane Reeve is producing a Management Plan for Snow Hill and has asked for information on Snow Hill's history. The Clerk will provide the documentation held by the Parish Council and if any Councillor has any other relevant information please let her know.

A request had been received from the Bracklesham Youth Footballers to ask if the Parish Council would consider installing a G4 artificial pitch on the Sportsfield . After some discussion it was agreed to defer this matter to the Sportsfield Working Party which will report back to the Parish Council due course.

The two years tree safety audit was received and it was AGREED to action the necessary work as indicated in the report.

- (2) Community Liaison** – it was agreed to fly the Union Jack flag outside the WWPC office on VE day which is May 8<sup>th</sup> 2025.

- (3) Parish Projects** – Nothing to report this month.

**(4) Parish Administration**

- (i) Payments for approval to the sum of £2841.54 for January were **APPROVED** and are listed below.
- (ii) The Budget Monitor for January 2024 was received.
- (iii) The Parish Council **APPROVED** the purchase of a financial software package and an allotment package from SCRIBE, having assessed the alternatives in the market. These packages will help with the administration of both areas of work. This will be in place from April 2025 and a parallel system would run for twelve months.

- (5) Communication and Engagement** – It was agreed that a newsletter would be produced and it was agreed that the Parish Council should write about the range of work that it is involved in, what has been achieved and what is planned.

**22/25. Representation on other bodies** – The Chair reported back on the meeting of the Chichester District Association of Local Councils (CDALC) and the Chair's report to CDALC on the Chichester Harbour Conservancy meetings attended. Cllr Martin and the Chair reported back on the All Parishes Meeting held on February 3<sup>rd</sup> where excellent presentations were given on the new NPPF and the possible future devolution plans.

**23/25. CORRESPONDENCE** – Correspondence items were received from CDC on Stray Dogs and the process for reporting them and Southern Water on the changes being made to their Surface Water Management Policy.

**24/25. OPEN FORUM** – Councillors reported that the Bye Laws sign had blown over on Snow Hill and that the glass cover on the notice board at the end of Jolliffe Road was still cracked and getting worse. Subsequent to the meeting both of these issues have been dealt with.

The Chair suggested that the Parish Council write to the Secretary of State of Housing Communities and Local Government regarding the national issue of access to a range of affordable housing in communities currently. This was AGREED.

**There being no further business for discussion the meeting closed at 9.20 pm.**

Signed: .....  
Chairman

Date: .....

The next meeting of the Parish Council, which will be held on Thursday **March 6th, 2025**, 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 WEBSITE: [www.westwitteringparishcouncil.gov.uk](http://www.westwitteringparishcouncil.gov.uk).

### **Appendix 1 - Payments for approval February 2025.**

PAYEE	DESCRIPTON	AMOUNT £
A T Hickman	Health & Safety & maintenance.	100.00
	Public conveniences meter reading, key fob and back door issues and liaison with the football club.	37.50
	Litter picking.	75.00
CBA Trees	Two yearly Tree Safety Audit.	1302.00
CDC	Emptying of waste bin.	80.00

<b>PAYEE</b>	<b>DESCRIPTON</b>	<b>AMOUNT £</b>
Castle Water	Water supply to the allotments x 2 months	14.31
Rene Donaldson	Cleaning of The Pavilion for January	189.00
Elektromos	Public Conveniences electrical work following the water leak.	92.00
English Gardens	Pavilion Garden	50.00
JNR Computer services	IT Support	217.20
Parish Council administration	Expenses – mileage and refreshments.	118.37
<b>Bank payments</b>		
British telecom	Broadband bundle.	70.62
Century 21	CCTV service plan	12.00
Mailchimp	Parish mailing list communications	12.67
Nest	Parish administration.	245.99
RAMAR	HR Services	11.29
Website Success	Website support	186.30
Vodafone Ltd	Parish Council mobile	11.70
Zoom	Clerk's license	15.59
<b>Total payments</b>		<b>2841.54</b>