

WEST WITTERING PARISH COUNCIL

NOTICE OF ANNUAL MEETING AND AGENDA

Your attendance is requested at the meeting of the Parish Council to be held in the Sports Pavilion, Rookwood Road at 7.00 p.m. on Thursday 3RD May 2018

A G E N D A

1. Election of Chairman
2. Election of Vice Chairman
3. Representation on Working Parties and Other Bodies - see attached schedule
4. Declaration of Vacancy - Resignation of Mr D Sadler
5. Apologies for absence and declarations under the Code of Conduct.
6. Other items for discussion (not on Agenda but considered by the Chairman to be of an urgent nature)
7. Planning - to consider planning applications received including correspondence, appeals and enforcement action. (*The Chairman will open the meeting to allow members of the public to address the Council.*)
 - 7a) Planning Applications (see attached)
 - 7b) Neighbourhood Plan update
 - 7c) NPPF consultation - to consider response
8. Confirmation of Minutes of the meeting held on 5th April 2018 (*Copy available in Library or at www.westwitteringparishcouncil.gov.uk*) and any matters arising.
9. Reports from County and District Councillors.
10. Annual Parish Assembly - to agree date and presentation - 24th or 31st May 2018
11. Reports and Recommendations from Working Parties

11a) Allotments

Update on parking and acquisition of land - Village Green**

Memorial bench maintenance - to approve quotes

Shore Rd - to consider improvements including public seats

Bus Shelters - to approve quotes

Rookwood Rd Traffic Regulation Order - to approve quote for signs and lines and result of consultation

Gabions - Cakeham Estates - to agree response re footpath re alignment

11b) Footpaths, Open Spaces and Village Green

11c) Sportsfield Management and Millennium Meadow	Additional play equipment - to approve in principle
11d) Snowhill	To approve quote for repairs and reinstatement of path
11e) Finance	Approval of accounts for payment Annual Return 2017/18 - to note timetable
11f) IT/Communications and Web Site	Update re GDPR policy and web site and implementation of Parish on Line
11g) Parish Assets/Footway Lighting	
11h) Appointment of New Clerk	Update following appointment of SSALC and meeting

Reports from representatives on other bodies

11i) Memorial Hall	-
11j) Twinning Association	-
11k) East Head CIAG / Manhood Drainage Group	-
11l) Emergency Planning	-
11m) Parish Church	-
11n) Peninsula Forum	-

12. Correspondence received for action or comment including items circulated for information only. (see attached). *(Items of correspondence must be received by the Clerk for inclusion at least 1 week before the meeting).*

13. Open Forum - including questions from the public which the Council will consider. *(No decisions can be made by the Council under this item unless further debate agreed)*

****The Council may by resolution vote to exclude the Press and the Public in order to consider legal advice.**

Mrs. J. Brown, Clerk, 26th April 2018

ATTACHMENTS TO AGENDA FOR MEETING ON THURSDAY 3rd May 2018

1. PLANNING APPLICATIONS (Agenda item 3a)

List No	Reference	Application details
14/18	WW/18/00561/FUL	Mr & Mrs Shaw Orizaba 37 Marine Drive West West Wittering PO20 8HH Demolition of existing property and construction of replacement dwelling.
	WW/18/00641/FUL	Keeble and Grant Queen Min 62 Howard Avenue West Wittering Chichester Demolition of existing dwelling and erection of 2 no. detached dwellings, 2 no. new vehicular accesses, cycle stores and parking.
	WW/18/00721/LBC	Mr And Mrs J Hall Nore House Snow Hill West Wittering Chichester Demolition of detached garage and outbuilding, erection of garage/outbuilding. Revision to WW/15/02439/LBC
15/18	WW/18/00683/DOM	Mr Christopher Quinton 68 Howard Avenue West Wittering Chichester West Sussex Loft conversion with dormers and roof lights, porch, front extension, refurbishment and new fenestration - Variation of Condition 2 of planning permission WW/17/02375/DOM - Addition of small windowless dormer on south facing roof slope and small roof light on east facing roof slope of proposed garage/store extension.
	WW/18/00781/FUL	Mr & Mrs J Buckland Nunnington Farm Camping Site Rookwood Road West Wittering PO20 8LZ Erection of machinery store, workshop and staff rest room.
	WW/18/00786/DOM	Mr & Mrs Ed & Charlotte Keen Mae Cottage 24 Jolliffe Road West Wittering PO20 8ET Rear Extension, front extension including roof alteration, reconfiguration and garden room.
16/18	WW/18/00686/DOM	Mr Derek Jones 23 Malthouse Cottages Rookwood Road West Wittering Chichester Rear single store flat roof granny annexe extension.
	WW/18/00647/DOM	Mr Greg Hall 52 Shore Road East Wittering PO20 8DZ Proposed outbuilding at rear garden.
	WW/18/00708/TCA	Mr Ian Lodder Suted 1 Elms Lane West Wittering PO20 8LW Notification of intention to crown reduce by 2-3m and crown thin by 15% on 2 no. Maple trees (T1 and T2)

17/18	WW/18/00766/FUL -	Mr Anthony Rutland Larkfield 31 The Crescent West Wittering PO20 8EE Demolition of existing bungalow and replace with a two storey dwelling.
	WW/18/00804/FUL -	Mr & Mrs Simon & Therese Price Four Walls 51 Marine Drive West West Wittering PO20 8HH Replacement dwelling and proposed garage and fence.
	WW/18/00905/DOM	Mr Kenneth Jackson 7 Holmwood Close West Wittering PO20 8AR Part change use of garage to habitable accommodation to include single storey front extension.
	WW/18/00984/DOM	Jennie Shellard Berberis 25 The Crescent West Wittering Chichester Single storey front extension and demolition of single storey outbuilding.

2. CORRESPONDENCE (Agenda item 8)

- a) Community Infrastructure Levy /New Homes Bonus - Consideration of future projects
- c) Build a Better A27 - Update from meeting on 18th April 2018
- d) Chichester District Council - All Parishes Meeting - 30th April 2018 - update
- e) WSCC Bus strategy consultation - to agree response

3. FINANCE (Agenda item 7e)

iv) Accounts for payment as listed below:

Payee	Details	£
CDC	Community Warden service	3200.00
CDC	MPP Project Officer	1074.00
Travis Perkins	Paint	11.86
AiRS	Membership	50.00
CDC	Paladin hire	56.60
WSALC	Subscription	883.33
Mrs J Brown	Clerks salary and mileage	1199.03
Uniguard Fire Protection	Service fire alarm and lighting	108.00
Home Clean Chichester	Pavilion	534.00
Zurich Municipal	Premium	2195.35
HMRC	Liabilities	218.53
TOTAL		9,530.70

Current Membership of Working Parties and Other Bodies 2017/18

Working Parties	
Allotments	Mrs Pike, 1 vacancy
IT/Communications/Web Site	1 vacancy, Mr Patel Mr MArtin
Emergency Planning	Mr Lewis
Finance	Mr Martin, Mr Lewis
Footpaths and Open Spaces	Mr Buckland, Mrs Barrett, Mr Sadler
Neighbourhood Plan	Mr Lewis, Mr Buckland
Parish Assets/Footway Lighting	Mr Buckland, Mr Sadler
Snowhill	Mr Buckland, Mr Martin
Sportsfield Management and Millennium Meadow	Mr Martin, Mr Lewis, Mr Buckland
Tree Warden	Mr Buckland
Appointment of New Clerk	Mr Martin, Mr Lewis, Mrs Pike
Shore Rd Improvements	Mr Lewis, Mrs Barrett
Representation on Other Bodies	
Chichester District Association of Local Councils (2)	Mr Martin, Mrs Barrett
East Head Coastal Issues Advisory Group	1 vacancy, Mr Martin
Manhood Peninsula Forum	1 vacancy Mr Buckland
Memorial Hall	Mrs Barrett
Parish Church Liaison	Mr Martin
Peninsular Forum	Mr Martin
Poor Sevens Trustee	Mr Hutton
Sussex and Surrey Association of Local Councils	Mr Hutton, Mr Shrubbs
Snowhill (Charity)	All councillors
South Chichester CLC	Mr Martin, Mr Buckland
Sportsfield (Charity)	All councillors
Twinning Association	Mrs Barrett

The chairman and vice-chairman are ex-officio members of all working parties.