**WEST WITTERING PARISH COUNCIL**

### **MINUTES** of the Annual Parish Assembly of the Parish Council

Held on 19th May 2016, 7.00pm in the Cricket Pavilion Elms Lane,   
West Wittering.

### **PRESENT** Mr R Shrubb, (Chairman) Mr R Hutton, (Vice Chairman) Mr R Lewis, Mrs. H Codrai Mr. K. Martin, Mrs. J Barrett, Mr. D Sadler, Mr W Buckland and 45 members of the Public.

## **APOLOGIES FOR ABSENCE**

None

### **MINUTES**

On a proposal by Mr. Buckland, seconded by Mr Hutton the minutes of the meeting held on 28th May 2015 were read by the Clerk, agreed as a true and correct record, and signed by the Chairman.

### **3. CHAIRMANS REPORT**

The Chairman presented his report a copy of which is attached to these minutes. On a proposal by Mr Hutton, seconded by Mr. Buckland, the report was adopted by the Council.

### **PRESENTATION BY ROWENA TYLER AiRS – NEIGHBOURHOOD DEVELOPMENT PLAN**

The Chairman introduced Rowena Tyler who gave a presentation on the emerging NDP and members of the meeting were invited to participate in a SWOT analysis and to also volunteer to assist the Council on gathering evidence for one of the Focus Groups which the Steering Group had identified, the results of which would help shape the Plan.

There being no further business the meeting closed at 9.00pm. The Chairman thanked all for their support engagement and Rowena Tyler for her contribution

Signed………………………………………………………

Date…………………………………………………………

WEST WITTERING PARISH COUNCIL

ANNUAL PARISH MEETING

19th MAY 2016 – 7.30pm

CHAIRMAN’S REPORT 2015/16

The Annual Parish Meeting is required to be held by the Local Government Act 1972. It is open to all Electors of the Parish to attend, and is separate from the Annual Meeting of the Parish Council.

This has been the first full year for the Councillors who took office following the uncontested election last year.

In March of this year Ian Parker resigned because of other commitments. I would like to thank him for his past contribution to the Parish Council.

This vacancy has been filled by co-option at our May meeting. I am pleased to welcome Hemal Patel to the Council and look forward to his future contribution to our debates and work.

There are increasingly many demands on the Parish Council, including being involved in consultations and assisting or funding services which were previously provided by other authorities, also we are actively pursuing additional grants to assist with our projects.

There is an increasing workload for Councillors and our Clerk.

The past year has, as usual been full and varied and I am pleased to provide this summary for you.

Highways, Footpaths and Open Spaces

The Parish Council continues to clear and maintain the footpaths, West Sussex County Council now only inspects every 15 months with a limited budget for clearing and signpost renewal.

We continue to employ a litter picker who also ensures the bus shelters are cleaned regularly.

We continue to campaign for the pavement in Rookwood Road to be brought up to an acceptable standard, so far without success though parts in Elms Lane are marked for repair.

Another street light is due to be installed in Elms Lane shortly.

We continue to maintain Parish Open Spaces and have recently carried out improvements in Marine Drive with further maintenance and grass cutting planned including the Marine Drive Car Park.

Sportsfield

The construction of two hard surface public tennis courts in the Rookwood Road football field will commence this month, these are grant funded by the

F G Woodger Trust.

We are also pursuing 106 monies from Chichester District Council to improve the drainage of the football field.

We have carried out considerable maintenance works to the field surround and the Pavilion building.

The Pavilion paving which had become a trip hazard has been completely renewed.

The success of the Millennium Field continues with the performance of the Cricket Club and particularly its youth section, their committee should be congratulated for their enthusiastic work.

The Croquet Club members are playing regularly and the Boules / Pétanque facilities have been brought back into regular use.

Allotments

The Allotment Association is active in caring for the allotments and we must thank Nigel Melton for his efforts on our behalf.

Snowhill

The beach maintenance has been completed by the Sailing Club and the footpath is improving though there are maintenance problems on the path from Snowhill to Ellanore, the Harbour Conservancy is actively trying to resolve this matter.

We must thank West Wittering Estates for maintaining Snowhill Green.

Planning

During the last year there have been 79 planning applications which the Parish Council have objected or commented on 19 (over 24%).

In my opinion, the number of applications to demolish harbour side and seaside homes to replace with very large modern homes is endangering the character and environment of West Witterings coastline.

Finance

The Parish Council tax base rose 1.61% this year due to additional housing; this enabled the Council to set a precept of £96,713.00. An increase of only 1% on Parishioners Rate Accounts.

Grants & Donations

The Parish Council awarded grants totalling £2350.00 to local organisations including the Church during the year.

Correspondence

The number of letters received has decreased but on average 20 emails a day are received by our Clerk ranging from consultations to requests for information.

Representation on Other Bodies

The Parish Council represents parishioners on the following bodies:

Chichester District Association of Local councils

Sussex Association of Local Councils

Memorial Hall

Peninsular Forum

Poor Sevens Trustee

South Chichester CLC

Twinning Committee

Church Liaison

East Head Coastal issues group

I thank the Councillors for their attendance to the meetings of these bodies.

We continue to be responsible for the Pound Road toilets, the Parish Council funding the building maintenance and utilities cost and West Wittering Estate PLC continues funding the cleaning, locking and unlocking. We are very grateful of this assistance, without it this facility would not be sustainable.

The Parish Councils proposed projects for this year include:

Re-launching our website

Neighbourhood Plan

Further improvements at Marine Drive

Decoration of Pound Road toilets

Shrub border at Pound Road toilets

Tree and hedge planting at the football field

Tree maintenance and removal (Health & Safety)

Further drainage works – subject to Watershed funding

Consultations on West Wittering Flow project

Flood Mapping - To produce evidence for future flood relief works in conjunction with neighbouring Parish and Landowners

Community resilience which is becoming more necessary with the limited budgets of Chichester District Council and West Sussex County Council.

A27 consultations

Unfortunately in the future we will probably lose the weekly Marine Drive rubbish skip because of West Sussex County Council budget cuts.

I am grateful to all the Parish Councillors for their time, help and assistance and their considerable contribution to our Community. Thank you.

The members of the public who attend our meetings – thank you.

I would particularly like to thank Bob Hutton for the numerous projects he has managed and overseen this year, without his work the Parish Council could not have achieved so much.

Our internal auditor Stuart Dobbin for his services and assistance.

Our District & County Councillor for their attendance at our meetings and their monthly business-like reports.

I must also thank Joanne Brown our long standing Clerk and financial officer who deals with all the Parish Councils correspondence and administration as well as assisting Parish Councillors with their queries and keeping us informed on all consultations. Additionally she is also assisting with the administration of the Neighbourhood Plan.

Thank you Joanne.

That concludes my formal report.

Separate Introduction

The Parish Council have decided to have a Neighbourhood Plan.

Though West Wittering’s current housing allocation, under the local plan, is only 50 houses which are currently being completed at Sandpiper Close, Church Road it is feared the Local Plan when reviewed in 4 years will need to deliver additional housing, so our allocation could increase.

The view of the Parish Council is it was better to be prepared and have an input where any possible proposed development goes than have it imposed on the Parish.

The Parish Council are most grateful for David Galloway for agreeing to Chair the Neighbourhood Plan Committee and for Rowena Tyler of Action in Rural Sussex the Parish Councils consultant.

WWPC

CHAIRMAN’S REPORT 2015-16