



## Westhampnett Parish Council

Serving the villages of Westhampnett, Maudlin & Westerton

**Minutes of the meeting of Westhampnett Parish Council held on Tuesday 9<sup>th</sup> January 2024 which took place in Westhampnett Community Hall commencing at 7:00pm**

**Present: Cllr W Holden (Chairman), Cllr Plummer (Vice-Chairman), Cllr Ashcroft, Cllr S Burborough, Cllr S Hannafin, Cllr S James and Cllr C McLeish.**

**In attendance: Cllr Jeremy Hunt (WSCC), Andrew Ball (Rolls-Royce), 4 Members of public and Paul Richards (Locum Clerk).**

1. **Public Session** - A resident requested that, in the future, could real Christmas Trees be acquired. Cllr Ashcroft agreed to check this with the Goodwood Estate.
2. **Apologies for absence** – CDC Cllr Potter.
3. **Declarations of interest** - Cllr Burborough as an employee of Rolls-Royce.
4. **Minutes** – this item was deferred to the next meeting.
5. **External reports on matters affecting the Parish – CDC Cllr Potter.**
  - As CDC Cllr Potter had given his apologies, the Clerk read his report, which is attached at Appendix A; and
  - Cllr Plummer advised that CDC Cllr Potter had reported that no progress had been made in relation to the alleged planning breach at Madgwick Park. Cllr Hannafin also advised that no progress had been made regarding the outstanding sports pavilion S106 monies.
6. **External reports on matters affecting the Parish – Andrew Ball (Rolls Royce).**

Mr Ball referred to his report (attached at Appendix B), circulated previously.

  - The Chairman referred to the archaeological survey and asked for an update on progress, Mr Balla advised that, to date, no exciting items had been found. Schoolchildren are to be invited onto the site for a mini- archaeological survey event in mid-February 2024. Evening public meetings are also planned;
  - The Chairman asked if the company could fund “Smiley Activated Message (SAM)” signs and that he would liaise with Mr Ball separately. Mr Ball advised that he would take these suggestions to his Board for approval; and
  - Cllr Plummer referred to the recent planning application and that several documents had yet to be uploaded onto the CDC planning portal. Mr Ball reported that some 300 documents had now been uploaded and were available for review.
7. **Planning Report.**
  - a) **Planning.**
    - **CDC/23/02326/FUL - Land To The Rear Of 26 And 27 Coach Road, Westhampnett -**  
Erection of a single storey new build house with private garden, parking court and associated works  
Cllr Burborough advised that she would review the application. There were concerns regarding flooding and access, but she would circulate the necessary information for comment.
    - **CDC/23/02395/FUL - Dovecote View, Claypit Lane, Westhampnett -** Single storey extension to create new bedroom with alterations to two existing bedrooms.

This was reviewed at the last meeting and the Clerk was asked to upload the comments.

**b) Planning decisions.**

**PERMITTED** - CDC-23-02022/DOM - Greytiles Claypit Lane Westhampnett - Conversion of existing garage into habitable space (non annex)

**WITHDRAWN** - CDC-23 02654/NMA - Rolls Royce Motor Cars, The Drive, Westhampnett  
Non-material amendment to Planning Permission WH/22/00090/FUL to extend permission for erection of a temporary events structure by additional 12 months.

**c) Other planning matters** – Cllr Plummer advised that CDC Enforcement had visited Madgwick Park and found that many landscaping conditions had not been complied with. CDC will ask Barrets for an update otherwise enforcement will occur.

**8. Madgwick Park /Allotments –**

- Cllr Plummer provided an update on the allotments project. He advised that, despite written assurances, completion should have occurred on 23<sup>rd</sup> December 2023 but no response had been received from BDW's solicitors. It was now proposed to complete on 23<sup>rd</sup> January 2024. He also reported that WPC's solicitor costs had increased. This may put into question the viability of the project given the increased costs plus the ongoing cost of maintaining the allotments. The Clerk was asked to contact WPC's solicitors and seek the appropriate advice to hand back the site. Cllr Hannafin also advised that whilst the water butts were in place, the water connection to them had not been installed.

**9. External meetings.**

- Cllr Plummer reported that he had attended the Traveller's Liaison meeting. The summary from the meeting was that it had been a relatively quiet period, and that CDC are increasing the bunding around most of the areas in the town. This may create a concern that it might push activity away from the town and into the outlying areas. A meeting with CDC will be arranged to review the installation of bunding on the village green. The site was open over Christmas but will soon close for annual maintenance to take place.

**10. Community Hall Updates** – Cllr Ashcroft provided an update that included:

- Earnings for the Hall stand at £55,173. In January 2024, the Hall has 11 regular hire bookings with 8 private events booked. Enquiries remain strong;
- The Committee will meet next week to discuss how more volunteers can be recruited and how to generate more interest. Several events are planned for early summer; and
- A review will commence with an objective to make the Hall self-sufficient financially. Additional book-keeping assistance would be required.

**11. Bus shelters** – Cllr Burborough reported they were looking at installing solar lights and prices were being sourced. WSCC could provide relevant contractor information – **ACTION** – Cllr Burborough to resend details to the locum Clerk.

**12. Churchyard grant** – WPC had provided the grant in previous years and the request this year is for £1,000 to maintain the churchyard equipment. It was **AGREED** that this be reviewed when drawing up the 2024/25 budget.

**13. TRO update – Westerton 30mph limit** – the Chairman advised that the survey had been delivered to 53 residents. Out of 22 responses (42% return rate), 19 were in favour with only 3 objecting. It was **AGREED** that the Chairman submit the TRO application.

**14. RoSPA** – actions covered in the previous meeting.

**15. Finance.**

- The Chairman advised that Cllr Plummer and the locum Clerk were drafting a revised version of the budget and will circulate details to the Members. The locum Clerk explained the budgeting process and reviewed the various projects that would need to be funded; and

- Cllr Hannafin advised that the funding of the Hall allowed for a reserve to be built up to cover start-up and Covid costs. The move to being financially self-sufficient should see the Hall responsible for both income and expenditure in the future;
- The Chairman reported that the Council's insurance company had refused to pay out a claim for damage caused to a vehicle by a volunteer and that WPC were now liable to pay. Members **AGREED** that WPC pay the claim;
- Bank signatories for the Hall was discussed. The locum Clerk was asked to prepare the necessary Lloyds Bank mandates. It was noted that the budget should include provision for additional book-keeping resources for the Hall by either (a) additional hours for the new Clerk or (b) assistance from an outside book-keeping company. The lack of bank interest earned on the Hall bank account was discussed and the move to create a savings account was agreed;
- Members **AGREED** to approve the January 2024 payments.

#### **16. Recruitment of a new Clerk.**

- The Chairman reported that he had circulated a draft job advert for the new Clerk. He agreed to amend it to reflect the need to include additional book-keeping duties for the Hall. He would then send the updated draft advert to WSALC for publication and circulation. Members discussed the need to circulate the advert to a wider audience. The advert would request applications with a closing date of 16<sup>th</sup> February 2024.

#### **17. External reports on matters affecting the Parish – WSCC Cllr Hunt – Cllr Hunt referred to his report, circulated previously.**

- The Chairman referred to the recent issue of sewage coming up from the drains in Westerton. He suggested that Goodwood would need to clear their ditches as well. Cllr Hunt reported that he had asked the WSCC drainage manager to look at the gullies in that area;
- Cllr Hunt referred to National Highway's salt depot application that had now been withdrawn. The Chairman had asked CDC Cllr Potter for additional information on the developments on Pump House Field as was understood that the planning application had also been withdrawn; and
- The Chairman reported that he would submit a TRO for Westerton. Cllr Hunt offered his support for the scheme.

#### **18. Nursery – Cllr Ashcroft presented the issues raised by the Nursery. The issues included:**

- **Car Parking: Request to have access to the parking spaces on the dirt land in the Hall car park:** This is not possible as the area is being used by those who are using the Hall. The PC also have plans for this area.
- **The Hall Gate.** The PC had agreed to provide this.
- **Car Parking: Occasionally people accessing the nursery have accidentally parked in the Hall's car park.** The PC and Committee understand this sometimes happens. It is planned to put a sign up advising that the Hall carpark is for Hall users only.
- **Security: The proposal is to have gates going across both entrances of the car park.** The PC and Hall Committee do not agree with this proposal as it was not in the original planning and feel it would adversely impact traffic flow to the Hall carpark.
- **Soft plantings between the Hall and the nursery as the original plan.** The PC and Committee are in agreement with this and look forward to this process beginning.
- **Storage unit:** The PC have no plans to move the storage unit.
- **Bins:** One issue the PC and the public had identified were the bins. It was felt they are not being kept in the bin shed as agreed as per the planning approval and were being left on the side of the road, 'overflowing', where the local wildlife had access to the contents.

- 19. Newsletter** – no further update. Cllr McLeish to send more information.
- 20. Items for noting or referral to a future meeting** – The Chairman advised that an Extraordinary meeting would be required to approve the 2024/25 budget and precept.
- 21. Date of next meeting** – An Extraordinary meeting to be held on 23<sup>rd</sup> January 2024 commencing 7pm in the Community Hall.

**Meeting closed at 20:11.**

**Signed** .....

**Date** .....

## APPENDIX A

First of all, may I wish you all a very Happy and Healthy New Year.

Following a very extensive report in November, and the recent Christmas break, I don't have a lot to report since the last PC meeting.

**Openreach** - At the last meeting a resident expressed concerns about Openreach's plans to phase out copper in favour of fibre broadband. I have been informed that the responsibility for communications lays with Openreach, but we will look into adding in a link to that information from the WSCC website.

I also understand that that our team, and I quote, ' have engaged with colleagues from Adults Services, Communities and Citizens Online in order to establish current messaging and signposting. They are currently preparing draft to go on our webpages to signpost communities to government and supplier led information as part of a broader range of updates to be provided across projects'.

**Gigabit Scheme** - I understand that WEsthampnett have now been successfully connected through the Gigabit Voucher Scheme and can now access ultra-fast fibre. Our team supported the parish Council in the early stages and I understand they have remained in contact. However, thanks for the success of the scheme must go to those local residents who have been doing all the hard graft. I hope your residents appreciate the effort they have put in.

**Experience West Sussex** is a piece of work we have undertaken over the last couple of years to promote our county, mainly to promote it as a tourist area to enhance our local economy. However, the website will be of equal interest to residents as it is packed with a lot of useful information on what this county has to offer. Not only do we promote many business right across the county, we also support those business as can be seen on the 'Business Hub' section of the website. If any tourist/hospitality business owners want to know more, then please drop me a line and I will pass on your details. Alternatively there are contact details on the website, which can be found at : [www.experiencewestsussex.com](http://www.experiencewestsussex.com)

**Westerton** - Despite the flood alleviation work you carried out under our Operation Watershed initiative in Westerton Lane, I note that the flooding has returned. I think this is partly to do with the excessive rainfall, leading to the adjacent land, which is higher than the road, becoming waterlogged, meaning that all the water was running onto the road. I did take a look and I noted that the ditch was full on the opposite side to the gullies, so obviously that will restrict their effectiveness. I did note that the ditch was running, but it looks as if Goodwood haven't cleared it for at least two years. This doesn't help. I could also see a black bin liner full of rubbish in the ditch, around the area of the outlets, so that might not be helping. I also understand that contractors working on the proposed RR site are using this entrance to Sidengreen Lane as an access to the site. The mud these vehicles are obviously bringing onto the road could well be adding to the general detritus blocking the gullies. There are four gullies I could see and I noted that two were running okay, although both were full, one was working slowly and one was blocked. I have discussed this with our Operation Watershed Manager, and he is looking into it. However, due to all this excessive rainfall all our teams are under extreme pressure, so we are obviously having to prioritise areas where properties are under threat. I also understand that flooding took place in the middle of the village, so maybe that is something that needs to be looked at as well.

**Jeremy Hunt – West Sussex County Council Member for Chichester North**  
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## **APPENDIX A – CDC report**

I regret I'm unable to attend your meeting on Monday as it coincides with the rescheduled meeting of Boxgrove PC due to the first Monday of the month falling on New Years Day. Never the less, I wish you all a happy and fortuitous New Year.

The recent reaction by National Highways with regard to the traffic impact of development in the south of the District on the A27 has at least allowed further progress towards submission of the District Local Plan for inspection by the Planning Inspectorate. This is most welcome news unlike a recommendation by the Cabinet, on January 9th, to full Council to increase Car Parking charges by 6.7% in line with a ONS September '23 inflation figure which we now know has fallen dramatically. Also, charging is recommended on Sunday's at the Council owned Rural Car Parks. Considering the current climate in our High Streets at present, I consider this to be a bad proposal. On my fairly frequent visits to East Pallant House, that Car Park is now so underused that increased charges will cause yet more folk to boycott the City. Also in the proposal is to extend the chargeable period from 6 pm til 8 pm in the evenings in Council owned car parks! Again a hit against the night time economy. The debate of these measures will be interesting at the Council Meeting as many of the current Members are very 'green' orientated and would like to see everybody riding bicycles and build houses on our car parks. Quite how maybe a 70 year old would manage their shopping bags on a bike is beyond me.

The next meeting, on 16th January, of the Overview and Scrutiny Committee is promised the attendance of Katy Bourne the Sussex PCC to answer questions about her Police Force. Many questions have been tendered in advance but I hope there will be ample time to question her with impromptu questions. It is a fact, but we would all like to know 'where are our Policemen'. Cyber crime is said to occupy 30% of Police resources but surely there must be sufficient Officers for some presence on our streets.

It was good news to learn that National Highways withdrew the application for a new A27 Service Depot in Boxgrove close to the Parish Boundary, the future of the "Industrial Logistics Hub" planned for land at Strettington to follow the same fate. The A27 just cannot accommodate more traffic, it is overwhelmed.

To close, I ask the question, will Stane Street ever be clear of excavations and disruption for us all? It never seems to end!

## APPENDIX B – Rolls Royce

### Westhampnett Parish Council ('WPC') 08.01.24 v1

#### Operations

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- Normal operations will be in place from 08.01.24 following winter shutdown

#### Proposed Extension

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#### Planning application

All remaining documentation was uploaded to the CDC Planning Portal in December 2023.

#### Questions

Response to initial questions from James Iles (on behalf of Westhampnett Parish Council) has been provided.

#### Archaeological survey

- The archaeological survey is underway on the proposed extension land, planned until approximately April 2024.
- We are currently planning for a public display of any findings with the survey supplier.

#### RRMC Community InfoHub

The online Community InfoHub has been further developed and now includes a news section, which will be updated on a regular basis. Website: [www.rrmcinfohub.com](http://www.rrmcinfohub.com)

#### Planning applications

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##### Recent submissions, with decision:

- Hybrid Planning Application – Building Extension. Reference: 23/01855/FULEIA. Pending Consideration.

##### Forthcoming to be submitted, details to follow:

- Extension of temporary permission for Spectre events structure by 12 months (**Application withdrawn, under review**).

#### Recent News - Selection

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CRAFTING DREAMS INTO REALITY: ROLLS-ROYCE REFLECTS ON A YEAR OF MAGNIFICENT BESPOKE COMMISSIONS

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0438866EN/crafting-dreams-into-reality:-rolls-royce-reflects-on-a-year-of-magnificent-bespoke-commissions>

ROLLS-ROYCE BUILDS ON FOUNDATION OF ENGINEERING AND MANUFACTURING EXCELLENCE: TWO NEW SENIOR LEADERS TO JOIN THE COMPANY

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0438783EN/rolls-royce-builds-on-foundation-of-engineering-and-manufacturing-excellence:-two-new-senior-leaders-to-join-the-company>

A MAGNIFICENT 20-YEAR RELATIONSHIP: ROLLS-ROYCE AND CHICHESTER FESTIVAL THEATRE

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0438737EN/a-magnificent-20-year-relationship:-rolls-royce-and-chichester-festival-theatre>

## **Contacts**

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Rolls-Royce Reception: 01243 384000 or email:

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## APPENDIX C – WSCC report

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**Jeremy Hunt – West Sussex County Council Member for Chichester North**  
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