



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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Minutes of the Westhampnett Full Parish Council Meeting held at 7pm on Monday 13th January 2025 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

Present:

Parish Councillors: Cllr W Holden (Chair), Cllr D Plummer (Vice Chair) Cllr T Ashcroft, Cllr S Burborough, Cllr C McLeish, Cllr S James, Cllr N Jackson & Cllr J O'Meara

The meeting was Clerked by Beccy Anderson, Parish Clerk

10 members of the public attended & Cllr J Hunt (WSCC), Cllr H Potter (CDC) & Susan Nel (Rolls Royce)

Minute No.	Item
1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u> Cllr Holden opened meeting at 7pm. No apologies
2	<u>DISCLOSURE OF INTERESTS</u> Cllr S Burborough – as an employee of Rolls Royce
3	<u>PUBLIC QUESTION TIME</u> None
4	<u>REPORTS FROM EXTERNAL BODIES:</u> Report from WSCC Cllr Jermy Hunt (JH) – Report attached below JH stated he is still waiting for approval of the TRO for Westerton Lane. Councillors confirmed some drainage works and some patching had taken place on the road – JH stated he would follow up any outstanding works. Re Maudlin Farm proposed development - Cllr Holden stated the planning application should be submitted by mid-February. JH informed the meeting that CDC had a balanced budget (for 25/26) for full council approval on February 14 th , stating there were no cuts, more funds for roads and that CDC is in a sound financial position. JH also spoke about the government's White Paper devolution proposals published in Dec 2024. These proposals include a Mayor to represent local authorities (one mayor to cover approx. 1.5 million residents) alongside proposals for Unitary Authorities this area would cover East and West Sussex and Brighton & Hove. District and County councils need to make an application (by autumn 2025), outlining their plans for both aspects with the aim for Mayoral elections to place in 2026, and councillor elections to take place in 2027/8 (for a shadow unitary authority) with the district and county councils ceasing to exist by 2028. JH stated he wasn't sure what the impact would be on the South Downs National Park but would find out as plans progressed. JH stated the Mayors could have powers (following a funding review) over skills/employment, strategic planning, the environment/climate change issues, the economy and possibly transport. He stated the proposed expression of interest will include a request to defer the 2025 county council elections for 1 year to May 2026 (which could be delayed until 2027). JH stated that a unitary council could make it easier for residents (as responsibilities would not be split between district and county councils) and could lead to spending savings. He stated the number of councillors per unitary council would be set by the Boundary Commission and there is a possibility more powers could be devolved to Parish Councils. Cllr NJ asked how this proposal would work around different levels of any debt currently held at district/county levels. JH stated this is a matter to be resolved as the proposal progresses

	<p>Report from CDC Cllr Henry Potter (HP) HP stated his concerns are regarding all the unknowns re the proposals and a possible huge increase in costs in running a Mayoral office. HP mentioned the 'all Parishes' meeting is on Thursday 16th which can be attended by 2 representatives from each Parish Council. He also stated he had heard back from Andrew Ball (RR) regarding the necessary repair works needed at the junction.</p> <p>Report Susan Nel (SN) (Rolls Royce – Report attached below) SN also commented the temporary structure has now been removed. The construction company, TSL is the new company which will be starting construction work soon. SN stated there should be a diversion in place on footpath 417 to complete drainage works (which will not close the footpath) SN also reported the RR was visited by the Princess Royal in December 2024. The next Community Forum will be attended by Cllr DP and Cllr JoM and the next 'Brew with Sue' will take place on 29th January.</p> <p>Cllr CM informed SN that traffic is still turning right into RR. SN stated she will speak to Andrew Ball re this and that TSL have installed tracking devices which will not allow this to happen in the future. A MOP informed SN that the security lights at Stane Street were very bright and are affecting residents. Cllr CM mentioned the impact this has on 'dark skies areas' asking if they could be 'capped', which SN said she would look into.</p>
5	<p><u>CONFIRM MINUTES</u> Councillors confirmed and approved</p> <p>(i) Full Parish Meeting 11th November 2024– proposed by CM, seconded by NJ</p> <p>(ii) Extraordinary Parish Council Meeting 3rd January 2025 proposed by JoM, seconded by TA *</p> <p>* A MOP commented the statement 'A MOP stated the sewage would be pumped eastwards, past the super sewer and into the village sewage system.' was factually incorrect, stating the sewage would be pumped underground and join the super sewer.</p>
6	<p><u>CHAIRS ANNOUNCEMENTS</u> Cllr Holden noted Cllrs Hunt & Potters comments regarding the proposals for Mayors and Unitary Councils, stating he had nothing to add.</p>
7	<p><u>PLANNING</u> Councillors noted/discussed the following applications:-</p> <p>(i) Chichester Local Plan for draft housing allocation for Land at Maudlin Farm Councillors noted they are yet to comment on this and will submit comments once an application has been submitted to CDC</p> <p>(ii) WH/23/02711 REM – Land north of Madgwick Lane Application for approval of remaining Reserved Matters Councillors noted that planning documents had been re-submitted to CDC 24/12/2024 and will submit a further response. Cllr DP commented a) there was no reference in those documents to the access road and footpath and b) CDC had over-ridden the residents noise complaints.</p> <p>Councillors noted a budget had been allocated for the services of planning consultants to support the Parish Council in representations to CDC</p> <p>Councillors also noted the following:- 24/00758/FUL Land to the rear of Coach Road – permitted Nov 2024 24/01826/DOM 1 Arundell Way – permitted Oct 2024 24/01812/DOM 9 Richmond Road – permitted Dec 2024 24/01778/LBC/DOM Old Place House – permitted Jan 2025 24/01901/FUL Strip Of Land On The Northern Perimeter Of Rolls Royce - permitted Oct 2024 24/00689/EIA Temple Bar Junction Westhampnett Chichester West Sussex PO18 0TH – this has been discussed and the PC is waiting to submit comments</p>
8	<p><u>PAYMENT APPROVAL</u> Councillors approved :-</p> <p>(i) December 2024 online payments - proposed by DP, seconded by SJ</p> <p>(ii) January 2025 online payments- proposed by CM, seconded by JoM</p>
9	<p><u>BANK RECONCILIATION</u> Councillors approved:-</p> <p>(i) Barclays Bank Reconciliation for November 2024 - proposed by TA, seconded by WH</p> <p>(ii) Barclays Bank Reconciliation for December 2024 - proposed by SJ, seconded by WH</p>
10	<p><u>2025/2026 BUDGET</u></p> <p>(i) Councillors discussed and approved the 2025/2026 Budget - proposed by DP, seconded by SB</p> <p>(ii) Councillors approved the pay rate increases for 2025/2026 for (a) 6.7% for the Hall Manager (b) 4% for the Parish Clerk - proposed by SJ, seconded by SB</p>

	(iii) Councillors approved the 2025/206 Precept amount of £74,482.70 to be requested from CDC_- proposed by SB, seconded by DP.
11	<p><u>COMMUNITY HALL</u></p> <p>(i) Cllr Ashcroft reported the balance in the Lloyds bank account was £76,126.89 @13/01/2025. There are 13 private on-off hires for February 25 and 9 regular hires in Jan 25. She reported the social events are going well and working with St Peters' Church, the Christmas event was well attended. There will be a Community Café on 3rd March 25 and Cllr Ashcroft reported they have been held on Tuesdays between 2 to 4.30pm and are going well with a variety of attendees.</p> <p>(ii) Solar Batteries – Cllr Ashcroft reported 3 quotes (values around £8/9K) had now been received and following Cllr Plummer's suggestion, the new batteries will be included in the submission for S106 for the Community Hall development. Cllr Ashcroft explained the solar panels were not connected to the electricity supply as the wiring had been deemed unsafe.</p> <p>(iii) Notice Boards – Cllr Ashcroft reported Cllr Plummer will obtain a quote from a builder to install the 2 new notice boards at Westhampnett village green and by the play area at Madgwick Park (and also include any remedial works to level the table tennis table at the village green).</p> <p>Cllr Ashcroft reported the other 3 wooden notice boards at the March School, the Grange and Maudlin will be replaced by the Goodwood Estate.</p> <p>Cllr Ashcroft noted she is working playground equipment quotations to be discussed at a future meeting.</p>
12	<p><u>ALLOTMENTS</u></p> <p>(i) Cllr Plummer stated he was meeting with BDW on 14th January regarding the amendment to the planning conditions to accommodate the Parish Council's Allotments Management Plan.</p> <p>(ii) Councillors noted they had not received a copy the Madgwick Park Allotments Management Plan (Dec 2024). The Clerk will forward a copy for approval at the February 2025 PC meeting</p>
13	<p><u>A27 PORTFIELD ROUNDABOUT</u></p> <p>Councillors discussed the possible traffic control enhancements and noted a) the traffic backed up west to east b) the roundabout was not within the Parish boundary and c) was part of the A27. Councillors instructed the Clerk to contact Cllr Hunt to enquire if he could raise a request to review traffic control for possible traffic lights to alleviate and control queuing at the roundabout and also contact WSCC Highways on the PC's behalf.</p>
14	<p><u>COMMUNITY HALL PARKING</u></p> <p>Councillors noted the Clerk had written to the Little Blue Door Nursery regarding the outstanding landscaping works, (which councillors want addressed before considering any requests for the use of additional parking spaces) and is waiting for a response.</p>
15	<u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u> Monday 10 th February 2025, 7pm
16	<p><u>CLOSE MEETING</u></p> <p>The Chair closed the meeting at 08:25pm.</p>

Signed

Date

ITEM 4 REPORT FROM SUE NELL (ROLLS ROYCE MOTORS)

Rolls-Royce Motor Cars

Corporate Communications

Westhampnett Parish Council ('WPC') 13/01/2025

Operations

- We are back to normal operations following the Festive break.
- The temporary structure we had permission to use for various functions in the Head Office (B10) car park has now been removed. The original bushes will be replaced by planters (agreed with CDC).

Extension

- Erith are concluding with the enabling works. TSL are the contractors that will be erecting the building. TSL will be working alongside Erith for a short period of time as a hand over.
- There will be a temporary diversion of FTP417 on 13 January 2025 while some drainage work is carried out. This will be managed around the central reservation of the entrance to the site. The footpath will remain open.

Community Liaison Officer Notes

- The regular Community Liaison Forum's (CLF) are proving to be very useful. The last one was held in December at the Home of Rolls Royce Motor Cars. Attendance included the WPC Chairman and Deputy Chairman. The next meeting will be held in February. Actions recorded below.
- Rolls-Royce Motor cars welcomed HRH The Princess Royal in December, her first official visit to us as part of the marque's 120th anniversary.
- A 'Brew with Sue' was hosted in December. The next date is 29 January 2025.
- Speed awareness signs have now been purchased for the village and will be installed early in 2025.
- Westhampnett Village Hall sign has been installed and looks amazing.

Planning applications

- No current applications.

Recent News - Selection

[MODELS OF THE MARQUE – THE 1970S: THE ROLLS-ROYCE CAMARGUE](#)

[ROLLS-ROYCE WELCOMES HRH THE PRINCESS ROYAL TO GOODWOOD FOR LANDMARK OFFICIAL VISIT](#)

[CULLINAN SERIES II AND BLACK BADGE CULLINAN SERIES II IN IBIZA](#)

[ROLLS-ROYCE 'MAKERS OF THE MARQUE': CHARLES ROBINSON SYKES](#)

[A YEAR OF MARVELS AND MASTERPIECES: ROLLS-ROYCE REFLECTS ON 2024 BESPOKE HIGHLIGHTS](#)

[LANDMARK INVESTMENT CROWNS RECORD YEAR FOR BESPOKE AT ROLLS-ROYCE MOTOR CARS](#)

Website: <https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/>

Contacts

Susan Nel
Community Liaison Officer
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Email: Susan.Nel@rolls-roycemotorcars.com

Rolls-Royce Reception: 01243 384000 or email:

Information

RRMC Community InfoHub: <https://rrmcinfohub.com/>

CLF

Actions From the CLF	Responsible	Status/notes
Speak to RR team about lorries turning right into the village	Susan Nel	
Find out height of the bund around the back of the site by Footpath 417	Susan Nel	
Review neighbour safety concerns regarding new site drainage area	Susan Nel	
What are the site working hours over Christmas?	Susan Nel	
Speed cameras paid for by RR – advise of latest status	David Plummer	
Lack of no cycling signs for FP417 – check with Jeremy Hunt	Andrew Ball	Details requested
Maudlin Village Gate – more plants required?	Windsor Holden	
Everyman's Garage permissive path proposal – provide update	Andrew Ball	In discussion at RR
Check Westhampnett Community Hall signage was cross charged to RRMC	Susan Nel	
Get in touch with WSCC and ask re: Roman Road resurfacing plans	Andrew Ball	
Ask Jeremy Hunt if he was informed of recent Roman Road closure	Andrew Ball	
Dog waste bins FP417 – check with Jeremy Hunt	Andrew Ball	

ITEM 4 REPORT FROM HENRY POTTER (CDC COUNCILLOR)

Westhampnett PC Meeting. 13/01/2025
District Councillors Report

Little to report this month except the deep concern regarding the Government proposal to implement Unitary Authorities throughout England by amalgamating County, District and Borough Councils into single Devolved Authorities with the potential to have an elected Mayor. It is early days yet but there appears to be a sense of urgency attached to this proposal and rushed decisions are seldom good for democracy. Diane Shepherd, our Chief Executive, has issued a statement which I have recently circulated to you.

The other thing I can mention which will affect your Parish to a small, degree, last Monday 06/01 a meeting of the Development Plan and Infrastructure Panel considered requests from Authorities for allocations of District Council held CIL Funds, which are considerable. Sussex Police have requested for consideration £117,000 for the phased introduction of ANPR Cameras at 13 locations throughout the District. Two of which I'm happy to say are, one on the A 285 in Halnaker and the other on Westhampnett Road / Portfield Way. At the meeting on Monday, it was unclear if Sussex Police are aware that funding for this proposal is available, if Full Council approve the DPIP recommendation next week there is little reason for this scheme not to proceed forthwith without a 'phased' approach. All members of the DPI Panel agreed the sooner the better for our residents' benefit, not just to cut speeding but to track criminals as well. Our Officers will engage with Sussex Police to progress the schemes as soon as possible.

The only other issue I have concerns with is the impact on the junction of Stane Street and the A285 caused by the HGV Traffic en-route to the RRMC Assembly Plant Extension currently under construction. During the Planning Application and the consideration of the Travel Plan for vehicles during the construction stage, consideration was given to the tightness of the curve encountered by HGV's turning left onto Stane Street off the A285. WSCC Highways insisted that this turning would have to be reconfigured so that HGVs could make the turn without nearside wheels trampling across the kerb and grassland. I appreciate that this particular area is in

Boxgrove Parish but it needs addressing ASAP. The mud being squeezed onto the carriageway is a skid risk for other road users. The cost of this alteration is to be borne by RRMCC so there should be no financial constraint by WSSC to implement this work immediately.

I have contacted Andrew Ball at RRMCC with this issue.

Cllr. Henry Potter,
CDC Member for Goodwood Ward

ITEM 8 (i) DECEMBER 2024 PAYMENTS

DECEMBER 2024 ONLINE PAYMENTS				
Payment Date	Invoice Date	Payee	Details	Amount
ITEMS BOUGHT USING DEBIT CARD APPROVED BY T ASHCROFT				
25/11/24	25/11/24	Amazon	Consumables comm café/ Christmas decs	38.15
25/11/24	25/11/24	Amazon	Christmas decs	191.61
ONLINE PAYMENTS				
16/12/24	21/11/24	Whitehill Direct Ltd	Notice Boards	2,335.20
16/12/24	26/11/24	Green Clean (UK) Ltd	Hall cleaning, 26/11 - 25/12/2024	222.00
16/12/24	24/11/24	Paul Richards	Clerking Services November 2024 & 0.75 hrs website meeting	219.50
16/12/24	18/11/24	PPL PRS Ltd	Music Licence for Comm Hall Nov 2024 to Nov 2025	162.00
16/12/24	23/10/24	West Sussex County Council	Payroll administration 01/04 to 30/09/24 *	57.38
16/12/24	28/11/24	West Sussex County Council	Clerk's salary and oncosts November 2024	3,336.83
16/12/24	01/12/24	Chris Maher	Chris Maher November 2024 hours	528.00
16/12/24	05/12/24	RM Huntingford	Grass Cutting Westhampnett/Westerton 14 & 28/11/2024	560.00
16/12/24	06/12/24	T Ashcroft	Comm Hall Resources/Refreshments	39.95
			TOTAL	7,690.62
* This invoice was in November 2024 payments list but missed off the cheque payment				

ITEM 8 (ii) JANUARY 2025 PAYMENTS

JANUARY 2025 ONLINE PAYMENTS				
Payment Date	Invoice Date	Payee	Details	Amount
08/01/25	13/12/24	Scottish Power	VG electricity 11/09 to 10/12/2024	191.14
06/01/25	01/01/25	Chris Maher	December 2024 hours	648.00
06/01/25	26/12/24	Green Clean (UK) Ltd	Hall cleaning, 26/12 - 25/01/2025	222.00
06/01/25	30/12/24	West Sussex County Council	Clerk's salary & oncosts Dec 24	3,336.83
06/01/25	06/01/25	St Winfrids Hospice	Christmas Tree recycling	30.00
			TOTAL	4,427.97

ITEM 10 (i) NOVEMBER 2024 BANK RECONCILAITION

WPC Current Account Bank Reconciliation @ 30th November 2024

Bank Balance @ 1st November 2024	64,594.47
Add income	
Less payments	10,722.09
Less: Unpresented cheques	321.00
Net bank balance @ 30th November 2024	53,551.38

CASH BOOK

Opening balance @ 01/11/2024	64,594.47
Add receipts for November 2024	
Less Payments for November 2024	11,043.09
Balance carried forward	53,551.38

ITEM 10 (ii) DECEMBER 2024 BANK RECONCILAITION

WPC Current Account Bank Reconciliation @ 31st December 2024

Bank Balance @ 1st December 2024	53,872.38
Add income	1,195.00
Less payments	7,904.14
Less: Unpresented cheques	321.00
Net bank balance @ 31st December 2024	46,842.24

CASH BOOK

Opening balance @ 01/12/2024	53,551.38
Add receipts for December 2024	1,195.00
Less Payments for December 2024	7,904.14
Balance carried forward	46,842.24