

WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**
Westhampnett Community Hall, Adrian Drive, Chichester PO18 0FP

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To All Westhampnett Parish Councillors:

Cllr D Plummer, (Chair) Cllr N Jackson, (Vice Chair) Cllr S Burborough, Cllr S James,
Cllr C McLeish, Cllr Nigel Harris, Cllr K Allsobrook & Cllr Jamie O'Meara

I hereby give notice that the Annual Meeting of the Full Council, followed by the Full Council Meeting, will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on Monday **11th May 2026 at 6.30pm** and you are hereby summoned to attend such meetings.

Members of the Press and Public are entitled to attend the meeting and are encouraged to do so.

Yours sincerely,

Beccy Anderson, Clerk to the Council 06/05/2026

AGENDA

	<u>ANNUAL MEETING OF THE FULL COUNCIL, FOLLOWED BY FULL COUNCIL MEETING</u>	
1	<u>OPEN ANNUAL MEETING OF THE FULL COUNCIL & TAKE APOLOGIES</u>	<u>Chair</u>
2	<u>ELECTION OF CHAIRMAN FOR 2026/27</u> The Council will elect a Chairman for the forthcoming year	<u>Chair</u>
3	<u>DECLARATION OF ACCEPTANCE OF OFFICE:</u> The duly elected Chairman will make a Declaration of Acceptance of Office	<u>Chair</u>
4	<u>ELECTION OF VICE-CHAIRMAN FOR 2026/27:</u> The Council will elect a Vice-Chairman for the forthcoming year	<u>Chair</u>
5	<u>DECLARATION OF ACCEPTANCE OF OFFICE:</u> The duly elected Vice-Chairman will make a Declaration of Acceptance of Office	<u>Chair</u>
6	<u>CHAIR CONTINUES THE MEETING & PRESENTS CHAIRS YEAR-END REPORT</u>	<u>Chair</u>
7	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>Chair</u>
8	<u>APPOINTMENT OF COMMITTEE MEMBERS AND APPOINTMENT OF EXPERTS:</u> Councillors to review responsibilities as listed below <u>Current Responsibilities of Councillors –</u> <ul style="list-style-type: none">• Westhampnett Playground – NH• Westerton Playground – NH• Finance – NJ, DP, CM, SB• HR – NJ, CM,• Planning *now using planning consultants – JoM, SB, NJ, DP• Travellers Site – NJ• Allotments – NJ, DF• SNDP – JoM, DP• Rolls Royce Motors – JoM, DP• Goodwood/GACC & GMCC) – JoM, DP• Community Hall – CM• WSALC/CDALC – DP• Police Liaison – NH• Volunteers - CM	<u>Chair</u>

9	<u>CLOSE THE ANNUAL MEETING OF THE FULL COUNCIL</u>	<u>Chair</u>
10	<u>OPEN FULL COUNCIL MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
11	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>Chair</u>
12	<u>PUBLIC QUESTION TIME</u> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council	
13	<u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u> held on 13 th April 2026	<u>Chair</u>
14	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting.	<u>Chair</u>
15	<u>REPORT BY ROLLS-ROYCE:</u> Report from Susan Nel – listed below	<u>SN</u>
16	<u>REPORTS FROM EXTERNAL BODIES:</u> including District Councillor (Henry Potter) and County Councillor (Jeremy Hunt) and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	<u>JH/HP</u>
17	<u>PARISH COUNCIL 2025/2026 YEAR-END REPORTS:</u> (i)Councillors to approve Year End 25/26 (a) Budget Report, (b) Reserves Report (c) Asset Register (ii) Councillors approve Section 1 of the 2025/2026 AGAR to be signed by the Clerk and the Chair (iii) Councillors to approve Section 2 of the 2025/2026 AGAR to be signed by the Chair (iv)Councillors to approve the Year end 2025/2026 Internal Audit Report	<u>ALL</u>
18	<u>PARISH COUNCIL 2026 FINANCIAL MATTERS:</u> listed below (i)Approve May 2026 Payments (ii)Approve April 2026 Bank Reconciliations – to follow	<u>ALL</u>
19	<u>POLICIES</u> Councillors to approve all Parish Council Policies – link to follow.	<u>ALL</u>
20	<u>COMMUNITY HALL</u> (i)General Update from the Hall Manager (ii)Update on Community Hall 25/26 Finances (iii)Update on the Community Hall development plans	<u>The Clerk/DP</u>
21	<u>PLANNING</u> (i)Councillors to approve the May 2026 reports from S&L Planning (ii)Councillors to discuss any ongoing issues regarding WH/25/01078/REM (land north Of Madgwick Lane)	<u>ALL</u>
22	<u>ALLOTMENTS AT MADGWICK PARK:</u> Councillors to be updated in regard to the land transfer	<u>DP/ALL</u>
23	<u>ITEMS FOR NOTING OR REFERRAL TO A FUTURE MEETING</u>	<u>ALL</u>
24	<u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u> Monday 8th June 2026	<u>Chair</u>
25	<u>CLOSE MEETING</u>	<u>Chair</u>

END OF AGENDA

SUE NEL ROLLS ROYCE MOTOR CARS REPORT MAY 2026

Westhampnett Parish Council ('WPC') 11/05/2026 v1

Operations

- Status: normal operations.

Roadworks


- The advised road works in Roman Road/Stane Street have been completed, on schedule.

Footpath 417


- As previously advised: Footpath 417 has been diverted along the bridleway whilst permitted works take place on the swale. Details can be found on InfoHub. Large information boards have been erected at either end of the footpath closure.
- There will be additional lorries travelling to site for the next ten weeks with deliveries of soil, as part of the permitted works.

Planning applications

The following applications are Pending Consideration (details from CDC Planning Portal):

[Discharge of Condition 12 \(Phase 1 Surface Water Drainage Scheme\) of planning permission WH/23/01855/FULEIA.](#) 

Rolls Royce Motor Cars The Drive Westhampnett Chichester West Sussex PO18 0SH
Ref. No: 25/02818/DOC | Received: Thu 20 Nov 2025 | Validated: Thu 20 Nov 2025 | Status: Pending Consideration

[Installation of additional drainage infrastructure and associated planting within attenuation basin approved via 23/01855/FULEIA.](#) 

Rolls Royce Motor Cars The Drive Westhampnett Chichester West Sussex PO18 0SH
Ref. No: 26/00381/FUL | Received: Wed 18 Feb 2026 | Validated: Wed 18 Feb 2026 | Status: Pending Consideration

Community Liaison Officer Notes

- **InfoHub.** Our online information hub is regularly updated – details below.
- **Community Newsletter.** The Spring Newsletter can be found on InfoHub: <https://rrmcinfohub.com/community-newsletter-spring-2026/>
- **New 40 mph speed limit.** As announced in our recent Community Newsletter, a new speed limit has been introduced to Roman Road as part of the roadworks. A 40mph section has been added to create a buffer between the existing 30 mph limit and 60 mph limit.
- **Benches: have your say!** As part of our planning permission, three new benches will be provided along Footpath 417. The concrete bases are already in place, and the benches will be put in position once the safety fencing has been removed. Rolls-Royce will also be donating three additional benches to the community, and we welcome your thoughts on where these should be located along Footpath 417 – please contact Susan Nel with your suggestions
- **Community Liaison Forum.** The monthly Community Liaison Forum (CLF) continues to be very useful. The last meeting was held on Tuesday 14 April at the Home of Rolls-Royce, attended by David Plummer, Jamie O’Meara and Claire McLeish. The next meeting will be held on Thursday 14 May.
- **Traffic Congestion on Stane Street.** We continue to monitor traffic flows on Stane Street and seek further improvements where possible. The new car park is due to be opened at the end of August 2026 and will have significant positive impact, with shift parking separated for the first time.
- **Dog poo.** We are disappointed to report that 15 full poo bags were left beneath one of our noticeboards. WPC alerted. RRMCMC has previously offered to buy a new dog poo bin and is working with the WPC.

Recent News – Selection of Headlines

[LE ROSSIGNOL: A REFUGE FOR CREATIVITY](#)

[ROLLS-ROYCE MARKS TRIPLE ANNIVERSARY OF GOODWOOD-ERA EXPERIMENTAL MOTOR CARS](#)

[PRESENTING PROJECT NIGHTINGALE: A COACHBUILD COLLECTION](#)

[ROLLS-ROYCE VOTED BRITAIN'S MOST ICONIC TRADE MARK IN NEW PUBLIC POLL](#)

[ROLLS-ROYCE MOTOR CARS LONDON CELEBRATES FIVE YEARS OF EXCELLENCE](#)

To view all press releases: www.press.rolls-roycemotorcars.com

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Rolls-Royce Security: 01243 384150 (24/7)

ITEM 18 (i) MAY 2026 PAYMENTS

MAY 2026 PAYMENTS			
Date	PAYEE	DESCRIPTION	AMOUNT
5/11/2026	Green Clean	Community Hall cleaning 26/04 To 25/05/26	468.00
5/11/2026	Richard Skillern	Hall Manage hours April 2025	768.00
5/11/2026	R M Huntingford	Grass cutting	610.00
5/11/2026	West Sussex County Council	Clerk's salary & oncosts April 2026	3,539.17
5/11/2026	Mulberry Local Authority Services	25/26 Year-end Audit	339.84
5/11/2026	Mark Short	Bus shelter cleaning	60.00
5/11/2026	Securitas Technology	For Alarm Maintenance	402.44
5/11/2026	West Sussex ALC	26/27 Subscription	543.58
5/11/2026	West Sussex County Council	Payroll Administration 01/10/25 to 31/03/26	58.82
5/11/2026	Scotts Signs	Banner for Volunteers	78.00
5/11/2026	David Plummer	Materials for Volunteers for Christmas Tree planter	396.58
5/11/2026	Chichester District FoodBank	Grant Payment	250.00
5/11/2026	St Wilfred's Hospice	Grant Payment	250.00
5/11/2026	St Peter's Church	Grant Payment	1,200.00
5/11/2026	Backham Boiler Repairs	Boiler service	99.00
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