



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

PO18 0FP

Tel: 07354 990243 email: clerk@westhampnett-pc.gov.uk

www.westhampnett-pc.gov.uk

To Westhampnett Parish Councillors:

Cllr W Holden, Cllr D Plummer, Cllr S Burborough, Cllr T Ashcroft, Cllr S James, Cllr O'Meara, Cllr C McLeish and Cllr N Jackson

I hereby give notice that a **Full Council Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Monday 9TH June 2025 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

4th June 2025

AGENDA

1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
2	<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>ALL</u>
3	<u>PUBLIC QUESTION TIME</u> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<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.	
5	<u>CONFIRM MINUTES OF THE:-</u> (i) Annual Council & Parish Council Meetings of 12th May 2025	<u>ALL</u>
6	<u>CHAIR'S ANNOUNCEMENTS</u> – The Chair to talk about Clerk/Councillor communication.	<u>Chair</u>
7	<u>PLANNING</u> Councillors to discuss:- Planning Application: WH/25/01078/REM Application for the approval of remaining Reserved Matters (Appearance, Landscaping, Layout and Scale) following Outline Planning Permission WH/20/02824/OUT for the construction of 165 dwellings and associated works and ancillary development, including the discharge of Conditions 5 (Phasing Plan), 9 (Landscape Detail & Play Equipment), 10 (Contamination), 11 (Noise), 13 (Construction and Environmental Management Plan), 15 (Tree Protection Plan & Arboricultural Method Statement), 17 (Noise), 19 (Surface Drainage), 23 (River Lavant Buffer), 24 (Landscape & Environmental Management Plan), and 26 (Sustainable Design & Construction) as set out in Appeal Decision Reference APP/L3815/W/21/3270721. Land Within The Westhampnett / North-East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester	<u>Cllr SB</u> <u>ALL</u>
8	<u>PAYMENT APPROVAL</u> Councillors to approve:- (i) June 2025 online payments	<u>ALL</u>

9	BANK RECONCILIATION Councillors to approve (i) Barclays Bank Reconciliation for May 2025	<u>ALL</u>
10	2024/2025 YEAR END REPORTS & AUDIT (i) Councillors approve Section 1 of the 2024/2025 AGAR to be signed by the Clerk and the Chair (ii) Councillors to approve Section 2 of the 2024/2025 AGAR to be signed by the Chair (iii) Councillors to approve the Year end 2024/2025 Internal Audit Report	<u>Clerk</u> <u>ALL</u>
11	FINANCIAL ACCOUNTING PACKAGE FOR 2024/2025 Councillors to consider the quotations for an accounting package for 25/26 (quotations to follow) and approve a package for 24/25.	<u>Clerk</u> <u>ALL</u>
12	MADGWICK PARK ALLOTMENTS (i) Councillors to note the variation to the Madgwick Park planning application has been lodged by BDW with CDC Planning Dept. (ii) Councillors to approve an updated WPC Allotments Management Plan (May 2025) requested by CDC for planning purposes.	<u>ALL</u>
13	COMMUNITY HALL (i) Cllr Ashcroft will report update on general matters. (ii) Cllr Ashcroft to update re the Summer Event of 19 th July 2025 (iii) Community Hall Development – Cllr DP to give an update. (iv) Councillors to approve transfer of £80K from the Comm Hall bank account to the NSI bank account (Cheque to be signed by Cllrs TA and WH) (v) Hall Manager role - Councillors to discuss the recruitment needs for a replacement for Chris Maher to include considering a role to cover other council amenities and future needs. (vi) Car Parking area – Cllr DP to update councillors in regard to a meeting with Little Blue Door Nursery	<u>Cllr TA</u> <u>Cllr DP</u> <u>ALL</u>
14	SPEED INDICATOR DEVICES (SIDs) (i) Councillors to be updated in regard the siting of the SIDs (ii) Councillors to approve the quotation from Signway for supply and installation of 4 SIDs.	<u>ALL</u>
15	WESTHAMPNETT TRANSIT SITE Councillors to discuss the site/meetings.	
16	BLUE PLAQUE FOR JAMES LILLYWHITE IN WESTHAMPNETT Councillors to be updated	<u>Cllr WH</u>
17	DATE OF NEXT MEETING: Monday 14 th July 2025, 7pm	<u>Chair</u>
18	CLOSE MEETING	<u>Chair</u>

ITEM 4 REPORT FROM CDC COUNCILLOR HENRY POTTER

District Councillors Report 02/06/2025

There is still a lot going on behind the scenes towards the Local Government Reorganisation, as reported, our Chief Executive, Diane Shepherd, is spending countless hours reviewing this proposal along with other Senior executives of other Authorities in Sussex. Currently there are no proposals for the break up and division of the whole of Sussex. Some are being considered that may involve Boundary Changes which will entail a long process. In the meantime, various dignitaries are throwing hats in the ring to become the Mayor! The Mayor of what? We don't know yet! The meetings go on, but we are assured of a Public Consultation on this 'Ambition' In September??

At the most recent Full Council Meeting, the review of the Councils Development Management Service (Planning Services) was debated and it was agreed that the actual Planning Committee be reduced from 13 to 11, this is a loss of even more 'Local knowledge' input. Remember it was comprised of 15 Members not so long ago. However, I'm pleased to say that the time allowed for representations made to the Committee remains at a full 3 minutes, it was suggested by the Planning Advisory Service, another Government Quango, that this be reduced to 2 minutes! To save time?? and speed up the planning process (Government Orders!) This had been voted down previously by the Overview and Scrutiny Committee and by the Planning Committee. Automatic referrals to Committee are to be removed for minor applications and listed building consents but discretion is given to the Director of Planning in consultation with the Committee Chairman. As a matter of interest, there are 3,000 Listed Buildings in the District and 86 Conservation Areas, quite a list of buildings which should be afforded maximum protection! The extensions to time allowed for responses to applications is to be curtailed except in extenuating circumstances agreed by the DoP..

Since Nick Bennet left the Council as the Monitoring Officer, his replacement has been announced. Mrs Tiffany Nestour will take up this position in mid August. The Council also welcomed a new Member, the replacement of Jess Brown Fuller, who resigned due to Parliamentary commitments, Dominic James standing as one of the Councillors for Midhurst Ward..

Finally, on 4th June, the General Licencing Committee are expected to approve increases in current Hackney Carriage and Private Hire Licencing fees. As you can imagine, this is not widely accepted in 'The Trade' and there are many objections to be considered. This recommendation came about due to an oversight by the Licencing management Team, fees haven't been increased since 2016 and the Council have been running licence issuing/ renewals at a fairly considerable loss. This is not acceptable, whilst not expected to profit from this administration, we cannot take monies from the public purse (your tax payers money) to subsidise this lengthy oversight. The modest proposal of a 10% increase is to cover a forecasted deficit of £23,700 and to maintain a cost neutral financial position in the future.

Cllr. Henry Potter

CDC Councillor for the Goodwood Ward.

ITEM 8 JUNE 2025 PAYMENTS

JUNE 2025 PAYMENTS				
Payment Date	Invoice No	Payee	Details	Amount £
09/06/25	70	Mark Short	Comm Hall window cleaning May 2025	70.00
09/06/25	28/05/2025	Claire McLeish	Plants & Compost for Maudlin planter	61.90
09/06/25	04/06/2025	Alison Oakley	Plants & Compost for Comm Hall	38.48
09/06/25	04/06/2025	Mark McLeish	Concrete	13.98
09/06/25	INV-2305	GreenClean	Comm Hall cleaning 26/05 to 25/06	222.00
09/06/25	3	Chris Maher	May 2025 Hall Mgr hours	518.40
09/06/25	8001841728	West Sussex County Council	Clerks Salary & oncosts May 2025	3,539.17
09/06/25	IV-1141	Mulberry Local Authority Services Ltd	24/25 Year End Audit	203.16
09/06/25	05/25	RM Huntingford	Grass Cutting & fence repairs May 25	631.58
09/06/25	135	NJS Partnerships Ltd	Comm Hall Developments works	23,515.75
09/06/25	HY-679449626	David Plummer	Timber for village sign planters	40.60
			TOTAL	28,855.02

ITEM 9 MAY 2025 BANK RECONCILIATION

WPC Current Account Bank Reconciliation @ 31st May 2025

Bank Balance @ 1st May 2025	65,560.82
Add income	759.97
Less payments	19,972.12
Less: Unpresented cheques	
 Net bank balance @ 31st May 2025	46,348.67

CASH BOOK

Opening balance @ 01/05/2025	65,560.82
Add receipts for May 2025	759.97
Less Payments for May 2025	19,972.12
 Balance carried forward	46,348.67